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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Thursday, January 22, 1998 at 4:30 P.M.
25 Van Ness, Suite 70
San Francisco, California 94102

American Sign Language interpreters and an FM Amplification System provided upon request with 48 hour advance notice. Accessible parking available at the Civic Center Plaza Garage, the private lot adjacent to the building, and metered parking spaces. Accessible BART station is the Civic Center Station. Accessible MUNI Metro station in the Van Ness Station. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Caryl Ito
Vice President Patricia Chang
Commissioner Ximena Delgado
Commissioner Milton Marks
Commissioner Regina Phelps
Commissioner Sabrina Saunders
Commissioner Treskunoff Bailey

** ***Public Comment will be heard after each agenda item.***

1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - December 11, 1997 Regular Meeting
4. PRESIDENT'S REPORT
5. STAFF REPORT
6. OLD BUSINESS
7. NEW BUSINESS
   - Approval of FY 1998-99 Goals & Objectives

ACTION: To approve FY 1998-99 Goals & Objectives

   - Approval of Budget Proposal

ACTION: To approve FY 1998-99 Budget Proposal

   - Approval of Appointments Report To The Mayor

ACTION: To approve Appointments Report to the Mayor.

- Awards Protocols for COSW Awards Programs

ACTION: To approve Awards Protocols for COSW Awards Programs

- COSW Ordinance Revisions

ACTION: To approve revisions to COSW ordinance

- Approval of Commission 1998 Meeting Dates

ACTION: To approve 1998 Commission meeting dates.

8. REPORTS

- Mayor's Summit on Women
- Adult Sexual Assault Task Force
- Task Force on the Sexual Assault of Girls and Young Women
- Convention on the Elimination of Discrimination of Women (CEDAW)

9. PUBLIC COMMENT

10. ANNOUNCEMENTS

11. ADJOURNMENT

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(Chapter 67 of the San Francisco Administrative Code)

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AGENDA
Revised 1/20/98

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Vice President Patricia Chang
Commissioner Ximena Delgado
Commissioner Milton Marks
Commissioner Regina Phelps
Commissioner Sabrina Saunders
Commissioner Treskunoff Bailey

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2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - December 11, 1997 Regular Meeting
4. PRESIDENT'S REPORT
   - Meetings with Mayor Brown & Supervisor Kaufman
   - Mayor's Summit on Women
   - Visits to Violence Against Women funded agencies
5. STAFF REPORT
   - Glass Ceiling Hearing
   - Violence Against Women Request for Qualifications
   - Employment & Economics Activities

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- Upcoming Events

6. OLD BUSINESS

7. NEW BUSINESS

- Approval of FY 1998-99 Goals & Objectives

ACTION: To approve FY 1998-99 Goals & Objectives

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ACTION: To approve FY 1998-99 Budget Proposal

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City & County of San Francisco
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Sonia Melara, Executive Director

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MINUTES
January 22, 1998

1. CALL TO ORDER/ROLL CALL

Being that there was a quorum, President Ito called the meeting to order at 4:38 P.M.

MEMBERS PRESENT	STAFF	EXCUSED
President Ito	Sonia Melara	Vice President Chang
Commissioner Delgado	Rosario Navarrette	
Commissioner Marks	Melyssa Jo Kelly	
Commissioner Phelps	Ann Lehman	
Commissioner Saunders	Esther Velonza	
Commissioner Treskunoff Bailey	Leatrice Miyashiro	
	Morgan Hohn (intern)	
	Diana Smith (intern)	

2. ADOPTION OF AGENDA

m/s/c (Phelps/Saunders) to approve the agenda with the addition of item: Friends Honorary List to Staff Report.

3. ADOPTION OF MINUTES

m/s/c (Phelps/Saunders) to adopt the minutes of December 11, 1997.

4. STAFF REPORT

Sonia Melara gave highlights of her staff report.

Board of Supervisors Meetings: Ms. Melara will be sending a memo to Commissioners with a schedule of meetings with the members of the Board of Supervisors. Commissioners are to select which Supervisor they would like to meet with in order of preference.

Violence Against Women Request for Qualifications (RFQ): RFQs are being distributed from the COSW office since January 15, 1998. If anyone wants a copy, refer them to the office for pick-up. The Bidder's Conference will be on February 12, 1998. Everyone is invited to participate. All questions will be addressed. The RFQs are due March 3, 1998 at 5 p.m. with no exceptions.

Glass Ceiling Hearing: The Glass Ceiling Hearing was held on December 4, 1997.

Women's History Month Awards Committee: The Women's History Month Awards Committee have met. They will be holding their event on Tuesday, March 24, 1998 at the San Francisco Historical Society Museum.

Friend's Honorary Members: Sonia Melara was concerned about listing all elected officials on the Honorary List on COSW's event invitations because that may give the impression that members of the honorary committee can attend events free of charge. Since events are fundraisers, the Friends cannot afford to have many un-paid attendees. All elected officials will be asked if they would like to be on the Friend's Honorary List and will receive invitations to be honorary members to events at cost. Commissioner Treskunoff Bailey stated that department heads should have the opportunity to make their own decision.

Upcoming Events: On February 25, 1998, The League of Women Voters will hold "Women In Politics" – a roundtable discussion on the appointment and election of women. On February 26, 1998, the Small Business Network is sponsoring "Women's Symposium on Welfare to Work".

Form 700- Statement of Economic Interest: The Statement of Economic Interest forms are due April 1, 1998. Commissioners are to submit the report to the COSW office a week before the due date so a copy can be made for the office.

5. NEW BUSINESS

Approval of FY 1998-1999 Goals & Objectives

The COSW FY 1998-99 Goals & Objectives were originated from the Planning Retreat on November 9, 1997. President Ito asked Commissioners if they had any questions.

Commissioner Treskunoff Bailey was concerned about the priority of the goals. President Ito stated that the goals were not listed in priority order. Commissioner Treskunoff Bailey stated that since February 1, 1998 was the date when welfare reform will be initiated in San Francisco, she hoped that welfare reform would be the commission's top priority. Sonia Melara pointed out that under Employment and Economics, Welfare Reform is at the top of the list.

Ms. Melara stated that (in Vice President Chang's absence) she had requested to add under the Implementation of CEDAW, a fourth objective, which was to work with city departments on CEDAW.

President Ito stated that last October, Vice President Chang, Sonia Melara and herself had met regarding the executive director's evaluation based on last year's goals and

objectives. This year's goals and objectives will also be incorporated as part of the executive director's evaluation.

m/s/c (Marks/Delgado) to adopt COSW's FY 1998-99 Goals & Objectives.

1998-99 Budget Proposal

Sonia Melara discussed the revised Budget Increase Detail memo. Items discussed were:

1. Two major items in implementation of CEDAW:
   - Hiring staff for the CEDAW task force with a halftime (.5 FTE) 2998 Representative
   - Hiring a Consultant for the Gender Analysis Study
2. One additional Clerical staff person
3. Increase request for Violence Against Women Programs: If allocated, the COSW will allocate 8% of the monies for administrative costs for another program staff person and a clerical staff.
4. Total budget increase is $1,290,940.

m/s/c (Marks/Delgado) to approve the revised COSW 1998-99 Budget Proposal.

Appointments Report to the Mayor (Gender Parity Review: 1997 San Francisco Mayoral Appointments)

The numbers in this report are based on Commissioners and department heads appointed/hired as of December 31, 1997. The Mayor's staff, that are also considered department heads, were left out of the department head count. They will be included in the final report.

The major finding in this study is that the number of women appointed drops significantly in economically powerful commissions.

Sonia Melara has informed the Mayor's office that this report was being done. After the Commission approves it, it will be sent to the Mayor and COSW will meet with him.

The next step will be to report the Board of Supervisor's appointments and at the end of the fiscal year compile a joint report with all city appointments in one report.

Commissioner Treskunoff Bailey pointed out that the numbers for the Housing Authority commissioners were incorrect. They should be changed to one male-African American and two female-African Americans.

President Ito commended Renee Williams and Ann Lehman for compiling this report.

Commissioner Delgado questioned the tone of the recommendations on Page 8, second paragraph. Commissioner Delgado stated that the language in this paragraph should be stronger and more to the point.

Ann Lehman added that for the Department Head list, she used labor force statistics for comparison and for Commissioner's list, she used population statistics.

m/s/c (Marks/Delgado) to adopt Gender Parity Review: 1997 San Francisco Mayoral Appointments with three changes: 1) amend second paragraph under recommendations with stronger language, 2) add Mayor's staff and 3) change numbers of African American Commissioners under the San Francisco Housing Authority.

Awards Protocol for COSW Awards Programs

Commissioner Phelps explained the protocols for the San Francisco COSW Awards Programs. The advantage to this new procedure is that it would be done in advance and in time to allow more publicity for awardees on the invitations. President Ito thanked Commissioner Phelps for working on the protocols.

m/s/c (Bailey/Saunders) to approve awards protocol for COSW Awards programs.

NOTE: Commissioner's Saunders and Treskunoff Bailey leave at 5:25 P.M.

COSW Ordinance

Amy Ackerman of the City Attorney's office explained the basic changes in the revised COSW Ordinance draft. These are documents in progress. Ann Lehman added more changes to the document. Some of them were:

- Added girls in all references to women
- Made language stronger regarding subpoenaing records
- Changed references of Civil Service to Human Resources Department
- Under Employment reporting, asked departments for a quarterly report instead of a monthly report
- Strengthened the employment reports with more specific information

m/s/c (Marks/Phillips) to approve the initial draft of COSW Ordinance with intent to include CEDAW portion with it.

m/s/c (Phelps/Marks) to call a Special Meeting on February 19, 1998 at 4 P.M. to approve the final COSW Ordinance.

1998 Commission Meeting Dates

m/s/c (Marks/Phelps) to approve the revised 1998 Commission Meeting Schedule.

5. PRESIDENT'S REPORT

Meeting with Senator Barbara Boxer: President Ito stated that Senator Boxer was looking for input for her Violence Against Women Act II bill and adding twice as much money into it. President Ito requested Rosario Navarrette to give some input on this bill.

Meeting with Police Chief Lau: President Ito is scheduled to meet with Police Chief Lau the coming week to facilitate coordinating funding of money received from the Office of Criminal Justice Planning. COSW is continuing an ongoing dialogue with Police Chief Lau on Violence Against Women issues.

Phone Calls from Staff to Commissioners: President Ito stated that with everyone's schedules, it is often difficult to reach everyone. It would be a good policy for all commissioners to inform the COSW office when they will be out of town or unreachable for a couple of days. If staff calls the commissioners, it is important that commissioners return their calls as soon as possible. The message machine is on at night if commissioners wish to leave a message.

Site Visits to Domestic Violence Agencies: President Ito visited Asian Women's Shelter and San Francisco Women Against Rape. She stated that it is important to hear what kind of challenges they may be experiencing.

Mayor's Summit on Women: The Planning Committee had 10 meetings in December. The Save the Date cards have been distributed. Commissioner Treskunoff Bailey is assisting reaching women at the Housing Authority. The chair of the Women's Summit will attend COSW's February Commission meeting to answer questions. Ann Richards is a confirmed speaker. Actual invitations will go out at the end of February. President Ito will do the follow-up report and COSW will be a part of this.

NOTE: Senator Marks leaves at 5:53 P.M.

6. REPORTS

Task Force on Sexual Assault of Girls & Young Women

Rosario Navarrette reported that the Commission has facilitated the location for the Second Annual Young Women's Conference at UCSF. The task force is requesting the Commission be a co-sponsor. It will be on the February agenda. The young women would like to hold a rally in conjunction with the conference.

CEDAW

Robin Levy of WILD and the CEDAW Task Force stated that she was available to answer any questions about CEDAW. President Ito thanked her.

7. PUBLIC COMMENT

None.

8. ANNOUNCEMENTS

President Ito stated that Commissioner Treskunoff Bailey announced their point person for domestic violence at the San Francisco Housing Authority is Jennifer Hudson. Her telephone number is 554-1296.

Commissioner Delgado visited W.O.M.A.N. Inc. as one of her site visits. Staff has asked for reports (their impressions) from commissioners on site visits.

9. ADJOURNMENT

The meeting was adjourned at 5:55 P.M.

City & County of San Francisco
Commission on the Status of Women
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Sonia Melara, Executive Director

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Thursday, February 26, 1998 at 4:30 P.M.
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1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - January 22, 1998 Regular Meeting
4. PRESIDENT'S REPORT
   - Budget Meetings
   - Meeting with Chief Lau, S.F. Police Department
   - Mayor's Women's Summit
   - Violence Against Women site visits
5. STAFF REPORT
   - Violence Against Women Request for Qualifications Process
   - Budget Process

- Meetings with Department Heads
- Meetings with Members of the Board of Supervisors

6. OLD BUSINESS

- COSW Grantee Presentation – Domestic Violence Crisis Line Services
- Discussion: Women and Prostitution in San Francisco – A Report and Recommendations to the Mayor and Board of Supervisors
- CEDAW and COSW Ordinance Revision

ACTION: To approve the revised version of the CEDAW & COSW Ordinance

7. NEW BUSINESS

- Presentation of Sexual Assault Statewide Media Campaign
- Bring your Daughter to Work Day – April 23, 1998
- Second Annual Young Women's Conference

ACTION: To co-sponsor the Second Annual Young Women's Conference at UCSF.

8. REPORTS

- Women's History Month Awardees
- Adult Sexual Assault Task Force
- Task Force on the Sexual Assault of Girls and Young Women
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(2/24/98)

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   - Violence Against Women site visits
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   - Violence Against Women Request for Qualifications Process
   - Budget Process
   - Meetings with Department Heads

- Meetings with Members of the Board of Supervisors

6. OLD BUSINESS

- COSW Grantee Presentation – Domestic Violence Crisis Line Services
- Discussion: Women and Prostitution in San Francisco – A Report and Recommendations to the Mayor and Board of Supervisors
- CEDAW and COSW Ordinance Revision

ACTION: To approve the revised version of the CEDAW & COSW Ordinance

7. NEW BUSINESS

- Presentation of Sexual Assault Statewide Media Campaign
- Bring your Daughter to Work Day – April 23, 1998
- Second Annual Young Women's Conference

ACTION: To co-sponsor the Second Annual Young Women's Conference at UCSF.

- To become a supporting organization of the Professional BusinessWomen of California 1998 Conference to be held on May 27, 1998.

ACTION: To approve to be a supporting organization of the Professional BusinessWomen of California 1998 Conference.

8. REPORTS

- Women's History Month Awardees
- Adult Sexual Assault Task Force
- Task Force on the Sexual Assault of Girls and Young Women
- Convention on the Elimination of Discrimination of Women (CEDAW)

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MINUTES
February 26, 1998

1. CALL TO ORDER/ROLL CALL

Although there was no quorum, President Ito called the meeting to order at 4:35 p.m.

MEMBERS PRESENT	STAFF PRESENT	EXCUSED/ABSENT
President Ito	Sonia Melara	Commissioner Treskunoff Bailey (excused)
Vice President Chang	Melyssa Jo Kelly	Commissioner Saunders (absent)
Commissioner Delgado	Leatrice Miyashiro	
Commissioner Marks	Morgan Hohn, intern	
Commissioner Phelps	Johanna Breyer, intern	

2. PRESIDENT'S REPORT

President Ito stated that budget meetings with members of the Board of Supervisors are continuing. Sonia Melara, Rosario Navarrette and President Ito met with Supervisor Brown's aide Walter Reed to inform him of the Commission's priorities for the budget request increase.

President Ito and Sonia Melara met with Police Chief Lau as part of the continuing effort to coordinate with the Police department on ongoing and future funding on Violence Against Women issues. He informed them that he has plans to broaden the scope of Violence Against Women programs by including sexual assault as well as domestic violence.

In an effort to get acquainted with funded agencies, President Ito visited the Bayview Hunter's Point Foundation project, who was funded this year. They are using community defender program staff to do educational seminars for young children confronted with violent situations.

President Ito and Sonia Melara are on the Women' Summit Planning Committee. They have invited Judy Swift to inform the Commission about the event on April 14, 1998. Judy Swift stated that the Women's Summit would be an all day event from 7:30 a.m. to 6:30 p.m. Two keynote speakers scheduled to speak are Ann Richards, former Governor of Texas and Tipper Gore. There will be free day care and 500 scholarships are available. Volunteer opportunities are also available. Everyone is invited to attend. The fee is $75.00. President Ito thanked Judy Swift for her attendance.

NOTE: Commissioner Delgado arrives at 4:40 p.m. Quorum was established.

3. ADOPTION OF AGENDA

m/s/c (Marks/Chang) to adopt the agenda with following changes: Under Item #8-Reports, CEDAW will be discussed under Old Business and the Adult Sexual Assault Task Force and Task Force on Sexual Assault of Girls and Young Women will not be discussed.

4. ADOPTION OF MINUTES

m/s/c (Chang/Delgado) to adopt the minutes of January 22, 1998 as submitted.

5. STAFF REPORT

Sonia Melara would leave early to be a part of a panel on a Welfare to Work with the National Association of Women Business Owners (NAWBO).

Sonia Melara has already met with three department heads – Mitch Katz, Jeff Mori and Will Lightbourne. The intent of these meetings is to insure that services throughout the city are coordinated for women.

Sonia provided an overview on interns working in the office. Two interns presently working are Morgan Hohn and Johanna Breyer. Ms. Hohn is from Washington State and and will be with the staff for three months full time and is working on CEDAW and on the State Conference. Johanna Breyer is a graduate student from the School of Social Work at Berkeley working three days a week until May. She will be working primarily on the coordination of women services.

The Gender Parity Review: 1997 San Francisco Mayoral Appointments report has been distributed to commissioners.

The Violence Against Women Request for Qualifications are on target and all proposals are due on March 3, 1998 at 5 p.m.

Ms. Melara is continuing to meet with the State Task Force and the State Conference Planning Committee. An updated list of honorary committee members has been distributed for commissioners.

President Ito added that the budget presentations has gotten great feedback and thanked Sonia Melara for a job well done.

6. OLD BUSINESS

COSW Grantee Presentation

Jeannie Morrow attended and gave a presentation of her agency, W.O.M.A.N. Inc.

COSW Ordinance

Amy Ackerman explained the major changes being proposed in the COSW Ordinance.

1.) Amended the ordinance to delete the provisions that conflict with the 1996 San Francisco Charter and/or duplicate provisions of state law.
2.) Amended the powers and duties of the Commission. Reorganized the section to group all of the Commission's functions related to the economic development of women in one sub-section. In addition, the Ordinance authorizes the Commission to receive reports from other city departments on funding of programs regarding violence against women. The Ordinance authorizes the Commission to carry out the provisions of the local CEDAW Ordinance. Finally, the ordinance authorizes the Commission to coordinate with other City departments, policy bodies and community groups to develop an integrated services plan for women and girls.
3.) Amended the reporting provisions of the Ordinance. The proposed changes would require the Human Resources and other departments to report complaints of gender discrimination on a quarterly, rather than monthly basis. Departments will be required to report more specific information to the Commission on how they are handling these complaints. In addition, the City Attorney's office will report on all claims of discrimination by female employees, rather than just claims of employment discrimination.

CEDAW Ordinance

Amy Ackerman stated that this ordinance will locally implement the U.N. Convention to Eliminate Discrimination Against Women. Supervisor Kaufman is the sponsor for this legislation for the Board of Supervisors. The major changes will center on gender analysis and the development of recommendations from the gender analysis. The Commission will do the gender analysis on designated departments. Based on this, the task force will come up with the gender analysis recommendations. The Commission will report back to the Board of Supervisors.

Vice President Chang stated that since the CEDAW public hearing was held on October 30, 1997, testimony has been received and additional work has been done to draft this ordinance. People who attended CEDAW Task Force meetings were Sonia Melara, Ann Lehman, Johanna Breyer and Morgan Hohn. Others include Amy Ackerman and people from the human rights community including Robin Levy and Krishanti Dharmaraj. All of this work has been done to be the first city in the nation to have adopted the CEDAW ordinance on a local basis as 160 other countries around the world who have adopted this ordinance. Vice President Chang commended Amy Ackerman for all her hard work on the CEDAW Ordinance.

President Ito thanked everyone for their work and time on the ordinance.

m/s/c (Marks/Chang) to adopt both the revised versions of the CEDAW and COSW Ordinance.

7. NEW BUSINESS

Second Annual Young Women's Conference

m/s/c (Marks/Delgado) to approve co-sponsoring the Second Annual Young Women's Conference.

Professional BusinessWomen of California 1998 Conference on May 27, 1998

m/s/c (Marks/Chang) to approve to be a supporting organization of the Professional BusinessWomen of California 1998 Conference to be held on May 27, 1998.

8. OLD BUSINESS (continued)

Discussion: Women and Prostitution in San Francisco – A Report and Recommendations to the Mayor and Board of Supervisors

NOTE: Commissioner Marks leaves at 5:15 p.m. Commissioner Phelps arrives at 5:15 p.m.

Melyssa Jo Kelly stated that the report presented summaries of the testimony of last April's public hearing, and contains the recommendations that the Commission adopted in August, 1996. Revisions added since the COSW tabled the report last November are shaded.

Vice President Chang commented that this report contains the findings of the public hearing that consisted of testimony from approximately forty women. She wanted to make it clear that this report represents this small group of women and not all the women of San Francisco. Vice President Chang stated that she would like to revise the report for consideration at the next COSW meeting. She also stated that she sees this report as one item to be considered, and she sees decriminalization as a separate issue.

Public Comment was taken.

President Ito stated that all comments would be taken seriously and invited all speakers to submit their comments in writing to staff. She stated that the decriminalization issue had come up at the meeting in August, and noted as a public entity, the Commission has the responsibility to present an open forum, and have dialogue with the public, and have information to make an informed decision. The decriminalization issue is another subject matter that needs to be presented separately.

Sandy O'Neill of Coyote, pointed out that assumptions about sex work were made in the report, which she characterized as prejudicial, and not reflecting the experiences of all prostitutes.

Terry Goodson of the Cyprian Guild, which is a social and business network for prostitutes and other adult entertainers in San Francisco, stated that drug addiction and alcoholism may be the norm for certain segments of the population but it is not the norm for all prostitutes.

Carol Leigh commended the report for its recognition of police abuse and dancers' rights, and recommended that the COSW transcribe the testimony. She stated that because the hearing was about violence against women, the title of the report should reflect that subject.

Rachel West, representing the U.S. Prostitutes Collective, supported the emphasis in the report that poverty forces women into prostitution and noted that U.S. Prostitutes hopes that the COSW Prostitution Report does not replace the report from the Prostitution Task Force.

Daisy Anarchy stated that she felt that the COSW report undermines the Prostitution Task Force Report. She emphasized that the reason there is so much violence connected to prostitution is because there is criminalization, and that the only time she encountered violence was from the police.

Veronica Monet expressed shock at the number of reports of police violence against prostitutes and recommends the COSW report emphasize this more. She criticized the report's assumptions about the relationship between prostitution and drug addiction and sexual abuse.

Commissioner Phelps thanked all the women who addressed the COSW.

President Ito stated that the revised report will be addressed during the March meeting.

Vice President Chang proposed addressing decriminalization as a separate issue on the March agenda.

9. NEW BUSINESS

Bring Your Daughters to Work

Sonia Melara indicated that information about activities by other cities and corporations were included in the commissioner's folders. She also stated that in the past we have had complaints from people who have suggested changing Bring your Daughters to Work Day to be Bring Your Children To Work Day. She asked the Commission to reaffirm its commitment to continue to hold a Bring Your Daughters To Work Day. Commissioners concurred.

NOTE: Sonia Melara leaves at 6:03p.m.

Presentation of Sexual Assault Statewide Media Campaign

Rebecca Rolfe spoke on behalf of CalCasa (California Coalition Against Sexual Assault) stated that CalCasa is launching a statewide media campaign of television ads, a print ad and radio ads against rape. She explained how the television ads were made using popular images that traditionally exploited women or showed women as being sexually available. These images were taken and attached to a rape prevention message. These controversial ads were designed by Charles Hall, a media public relations person.

The six television spots hopes to generate discussion on the rape issue. The TV spots refer people to an 800 number for a kit about rape prevention. The television ads were shown.

10. REPORTS

Women's History Month Awardees

Commissioner Phelps announced the Women's History Month Awardees as follows:

Young Women's Empowerment – Olga Talamonte and Dawn Riley
Women's Health – Barbara Garcia and Cynthia Selmar
Arts – Janice Mirikitani

Women's History Month event will be held on March 24, 1998. The Medea Project will perform. Location of the event is at the California Historical Society at 678 Mission from 5:30 to 7:30p.m.

11. PUBLIC COMMENT

Victoria Schneider stated that she is suing the City and County of San Francisco for violating her rights by exposing her to a humiliating experience at the city jail. She turned in her papers to City Attorney Tada and he's denied settlement. She would like to get a letter of support from the Commission. President Ito stated that staff Ann Lehman has been assigned to investigate this case and what the Commission can do.

12. ADJOURNMENT

The meeting was adjourned at 6:28 p.m.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Thursday, March 26, 1998 at 4:30 P.M.
25 Van Ness, Suite 70
San Francisco, California 94102

American Sign Language interpreters and an FM Amplification System provided upon request with 48 hour advance notice. Accessible parking available at the Civic Center Plaza Garage, the private lot adjacent to the building, and metered parking spaces. Accessible BART station is the Civic Center Station. Accessible MUNI Metro station in the Van Ness Station. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Caryl Ito
Vice President Patricia Chang
Commissioner Ximena Delgado
Commissioner Milton Marks
Commissioner Regina Phelps
Commissioner Sabrina Saunders
Commissioner Treskunoff Bailey

** ***Public Comment will be heard after each agenda item.***

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1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - February 26, 1998 Regular Meeting
4. PRESIDENT'S REPORT
   - Mayor's Women's Summit
   - Meeting with Supervisor Teng
5. STAFF REPORT
   - Meetings with Members of the Board of Supervisors and Mayor's Staff
   - Request for Qualifications process
   - State Convention Update
6. OLD BUSINESS
   - Grantee Presentation – Domestic Violence Legal Assistance Programs:

   Cooperative Restraining Order Clinic, Volunteer Legal Services, Nihonmachi Legal Outreach and San Francisco Neighborhood Legal Assistance Foundation

- ❑ Commission on the Status of Women's *Violence Against Women in Prostitution in San Francisco – A Report and Recommendations to the Mayor and Board of Supervisors*

ACTION: To approve Commission on the Status of *Women's Violence Against Women in Prostitution in San Francisco: A Report and Recommendations to the Mayor and Board of Supervisors* and to affirm the COSW's position on the Prostitution Task Force Report as taken on August 29, 1996.

- ❑ Discussion of and possible action re: endorsing a position on decriminalizing prostitution.

7. NEW BUSINESS

- ❑ Analysis of Board of Supervisors Appointments
- ❑ To recommend that the Board of Supervisors sponsor an ordinance that would implement the Standards For Operation of Adult Entertainment Theatres.

ACTION: To recommend that the Board of Supervisors sponsor an ordinance that would implement the Standards For Operation of Adult Entertainment Theatres prepared by the Exotic Dancer's Alliance.

8. REPORTS

- ❑ Young Women's Conference Update
- ❑ Resolve to Stop the Violence Program
- ❑ Adult Sexual Assault Task Force
- ❑ Task Force on the Sexual Assault of Girls and Young Women
- ❑ Convention on the Elimination of Discrimination of Women (CEDAW)

9. PUBLIC COMMENT

10. ANNOUNCEMENTS

11. ADJOURNMENT

Know Your Rights Under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the Ordinance, contact the Sunshine Ordinance Task Force at 554-4851.

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (SF Admin Code 16.520 - 16.534) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 1390 Market Street #701, San Francisco, CA 94102, telephone (415) 554-9510, fax (415)703-0121 and web site http://www.ci.sf.ca.us/ethics/.

MINUTES
March 26, 1998

1. CALL TO ORDER/ROLL CALL

Being that there was a quorum, the meeting was called to order at 4:35 P.M.

MEMBERS PRESENT	STAFF PRESENT	EXCUSED
President Ito	Sonia Melara	Commissioner Chang
Commissioner Delgado	Rosario Navarrette	Commissioner Phelps
Commissioner Marks	Melyssa Jo Kelly	
Commissioner Saunders	Leatrice Miyashiro	
Commissioner T. Bailey	Diana Smith (youth worker)	
	Suritha Tucker (youth worker)	

2. ADOPTION OF AGENDA

m/s/c (Treskunoff Bailey/Delgado) to adopt the agenda.

3. ADOPTION OF MINUTES

m/s/c (Treskunoff Bailey/Saunders) to adopt the minutes of February 26, 1998.

4. PRESIDENT'S REPORT

President Ito reported on the Mayor's Women's Summit on April 14, 1998. Registration flyers are available at the COSW office. The Summit is receiving citywide support with over 80 sponsors participating. 13 panelists have been invited from the East Coast and Southern California.

The Commission completed its' budget meetings with the Board of Supervisors. They met with Supervisor Teng who was very supportive.

5. STAFF REPORT

Sonia Melara gave highlights of her staff report.

The Commission has met with all members of the Board of Supervisors and all have showed support for COSW's budget process.

The 1996-97 Annual Report has been distributed. More copies are available at the COSW office.

Ms. Melara introduced two youth workers from the Mayor's Youth Work Program: Diana Smith and Suritha Tucker.

The Violence Against Women request for qualifications process continues. 42 agencies submitted proposals by March 3, 1998. The review panel met on March 19th. The funding committee will meet on April 9th to make the final selection and prepare recommendations for the Commission meeting on April 23rd.

The CEDAW (Convention for the Elimination of Discrimination Against Women) ordinance was presented before the Family, Health and Environment Committee. It went very well and is on its way to the Board of Supervisors.

Ms. Melara continues to plan for the State Convention in August.

The Women's History Month event went very well. It attracted a whole different crowd from the Women Who Makes A Difference event. President Ito thanked Renee Williams, Angela Patane of the Friend's staff, Ms.Melara and Commissioners Phelps and Saunders for helping with the event. Commissioner Treskunoff Bailey commended the variety of awardees at the event but had a concern that there was not enough seating.

6. NEW BUSINESS

Grantee Presentations - Domestic Violence Legal Assistance Programs

The following people attended and gave presentations about their programs:

Dean Ito Taylor - Nihonmachi Legal Outreach
Emberly Cross - Cooperative Restraining Order Clinic
Minuche Candell - San Francisco Neighborhood Legal Assistance Foundation
Elaine Field - Volunteer Legal Services

Commission on the Status of Women's Violence Against Women in Prostitution in San Francisco - A Report and Recommendations to the Mayor and Board of Supervisors.

President Ito stated that since the last commission meeting, the report has been retitled to reflect the Violence Against Women issue. Commissioner Delgado had some changes that rearranged the order of the report to begin with violence, victimization and abuse. President Ito stated that Vice President Chang had submitted her changes and they were included in the report in the shaded areas.

President Ito then took comments from the public.

Carol Leigh stated that she was pleased with the new report but had some changes. One concern was that some of the quotes in the report were not accurate. For example, on Page 5, "She did not want to prostitute herself". Another was the phrase "most people who came out and said this wasn't a career of choice". She objected to the latter phrase because she felt that many jobs are not jobs of choice but prostitutes are criticized most about this.

Daisy of Coyote and the Exotic Dancer's Alliance stated that one of the main things that came out of the Prostitution Task Force Report was the decriminalization issue.

President Ito stated that the Commission had already taken a vote to accept the Prostitution Task Force Report with the recommendation that the issue of decriminalization be further investigated but it was not under the Commission's jurisdiction. On that evening's agenda, the issue of decriminalization was an agenda item.

Maggie Rubenstein, a sexologist and therapist in San Francisco stated the report is biased in that it states that prostitution is bad. It does not address the fact that for some women this is their chosen profession and it is good work for them.

Rachel West from the U.S. Prostitutes Collective stated that violence against women and decriminalization are linked together and cannot be separated.

Commissioner Treskunoff Bailey stated that her understanding of the arguments from the audience that evening was that they were saying that there were omissions in the report about the public hearing.

Dr. Robert Lawrence refuted the statement on Page 2, "it states that a small percentage of women who testified". On Page 11, it states that 20 percent of women are for prostitution. He felt that 20 percent of women comprised a large percentage of women.

Melyssa Jo Kelly stated that the recommendations in the Violence Against Women in Prostitution Report were developed at the August 1996 commission meeting.

Ms. Kelly added that corrections to the report could be made as follows: On Page 5, the quote could be corrected to read: "We want to work as dancers without being forced to do prostitution". On page 2, corrected phrase could read: "testimony presented at the COSW hearing indicated that approximately 20 percent of the women testified … etc." On page 4, as highlighted, changes were made to read: "advocates of decriminalization emphasized that if prostitutes were no longer criminalized, they would cease to be easy targets for harassment, assault and abuse. They would be at less risk for violence and more likely to report victimization."

Commissioner Treskunoff Bailey stated that the intention of the report was to reflect what was said at the public hearing but what she was hearing that evening was a lot of

things that were not said at the public hearing. She asked Sonia Melara if there was a way the Commission could do a transcription. At that time, a volunteer offered to do the transcription.

Motion (Ito/Saunders) to adopt the Violence Against Women in Prostitution in San Francisco report with corrections that Ms. Kelly has made and to respond to comments about language from Vice President Chang and Carol Leigh and to have staff explore having a volunteer do transcription of the hearing.

ROLL CALL VOTE WAS TAKEN: Ayes: Treskunoff Bailey, Delgado, Ito, Saunders, Abstain: Marks.

7. NEW BUSINESS

Board of Supervisors Appointments Analysis

Sonia Melara reported on the Board of Supervisors Appointments Analysis. She stated that the appointments were good across the board but the women appointed are still concentrated on traditional women's commissions. An updated report will be brought to the commission next month. The only thing that she would change is that the Commission strongly recommends that the Rules Committee in its role of considering appointments to the commissions insure that women are represented and are equitable. Also to eliminate consultation between board members because of the Brown Act.

Commissioner Delgado made a suggestion to add the word "stereotypical" to last recommendation in the report to read: Consultation between the members of the Board of Supervisor's regarding proposed appointments to avoid future gender imbalances on leadership bodies and to avoid placing women solely on stereotypical 'women issue' type boards.

8. REPORTS

Young Women's Conference Update

May 2, 1998 is the date for the Young Women's Conference. It is free but there is registration. The Commission is assisting the group with a database for registration. Workshops include focus on body image, violence, finances, stress management and some workshops with parents. There will be about 400 participants.

Resolve to Stop the Violence

This item has been postponed to the April commission meeting.

Adult Sexual Assault Task Force

The task force are reviewing their goals and developing outreach strategies. An updated report will be given next month.

Task Force on Sexual Assault of Girls and Young Women

The task force met with Jeff Mori from the Mayor's Office of Children, Youth and Families, on gender parity and funding and had a very good discussion.

9. PUBLIC COMMENT

A woman volunteered to do transcription for the Violence Against Women in Prostitution hearing.

10. ADJOURNMENT

The meeting was adjourned at 6:16 p.m.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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3/98

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Thursday, April 23, 1998 at 4:30 P.M.
25 Van Ness, Room 330-A
San Francisco, California 94102

American Sign Language interpreters and an FM Amplification System provided upon request with 48 hour advance notice. Accessible parking available at the Civic Center Plaza Garage, the private lot adjacent to the building, and metered parking spaces. Accessible BART station is the Civic Center Station. Accessible MUNI Metro station in the Van Ness Station. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Caryl Ito
Vice President Patricia Chang
Commissioner Ximena Delgado
Commissioner Milton Marks
Commissioner Regina Phelps
Commissioner Sabrina Saunders
Commissioner Treskunoff Bailey

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - March 26, 1998 Regular Meeting
4. PRESIDENT'S REPORT
   - Mayor's Women's Summit
5. STAFF REPORT
   - Budget Process
   - Request for Qualifications Process
6. OLD BUSINESS
   - Board of Supervisors Gender Parity Analysis

7. NEW BUSINESS

- COSW Violence Against Women Grant Program Preliminary Funding Recommendations for 1998-2001

8. REPORTS

- Young Women's Conference Update
- Resolve to Stop the Violence Program
- Adult Sexual Assault Task Force
- Task Force on the Sexual Assault of Girls and Young Women
- Convention on the Elimination of Discrimination of Women (CEDAW)

9. PUBLIC COMMENT

10. ANNOUNCEMENTS

11. PUBLIC COMMENT (on all matters pertaining to the closed session)

12. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 and SAN FRANCISCO ADMINISTRATIVE CODE SECTION 67.10 (b)

    PUBLIC EMPLOYEE EVALUATION:

    Executive Director Sonia Melara

    RECONVENE IN OPEN SESSION TO VOTE WHETHER TO DISCLOSE ANY OR ALL DISCUSSIONS HELD IN CLOSED SESSION (San Francisco Administrative Code section 67.14 (a).)

13. ADJOURNMENT

Know Your Rights Under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

MINUTES
April 23, 1998

Because there was no quorum, the meeting began with reports.

1. PRESIDENT'S REPORT

President Ito reported that Commissioner Treskunoff Bailey will be appointed to the Local Homeless Board (if the Commission is given a seat) to represent the Commission on the City's homeless issues.

The Women's Summit was a huge success with over 3,000 people attending. Commissioner Treskunoff Bailey played an important role in recruiting women from the Housing Authority.

NOTE: Commissioner Marks arrives at 4:45 P.M. Commissioner Saunders arrives at 4:50 P.M. Commissioner Delgado arrives at 5:15 P.M.

2. CALL TO ORDER/ROLL CALL

The meeting was called to order at 4:50 P.M.

MEMBERS PRESENT	STAFF PRESENT	EXCUSED
President Caryl Ito	Sonia Melara	Vice President Chang
Commissioner Delgado	Melyssa Jo Kelly	Commissioner Phelps
Commissioner Marks	Esther Velonza	
Commissioner Saunders		
Commissioner Treskunoff Bailey		

2. ADOPTION OF AGENDA

m/s/c (Treskunoff Bailey/Marks) to adopt the agenda.

3. ADOPTION OF MINUTES

m/s/c (Treskunoff Bailey/Marks) to adopt the minutes of March 26, 1998 with two corrections: On Page 4, second paragraph the word stereotypical should be spelled stereotypal.

4. STAFF REPORT

Sonia Melara gave some highlights of her staff report.

The budget process is continuing. There will be a meeting with the Mayor's Budget Analyst on April 24th.

The COSW organizational brochure was finalized and disseminated at the Women's Summit.

Following the sexual harassment articles in the paper, the Mayor called the City Attorney's office to convene a task force to insure that they are following up on the implementation of the policies developed by the Sexual Harassment Task Force.

On April 23rd, it was "Take Our Daughters to Work Day" and it was a very successful event.

In the commissioner's packets, there are two work plans for the Sexual Assault Task Force and Task Force on the Sexual Assault of Girls and Young Women. Ms. Melara would like the commissioners to review these plans before the next commission meeting.

5. OLD BUSINESS

Board of Supervisors Gender Parity Analysis

Sonia Melara reported that the Board of Supervisors Gender Parity Analysis was reviewed by the commissioners. Charts were provided this time and any recommendations for improvement are welcomed. While the Board of Supervisors has appointed a higher percentage of women across the board, a lot of women are ending up on Maternal and Infant Care Boards. What we are asking is that Board members look at how these board and commissions are made up.

6. NEW BUSINESS

COSW Violence Against Women Grant Program Preliminary Funding Recommendations for 1998-2001

Sonia Melara introduced the selection process and noted that proposals were received for approximately 60 projects. All proposals were reviewed by staff to ensure that they met the basic criteria, then forwarded to an Expert Review Panel for evaluation. Vice President Chang and Commissioners Delgado and Saunders served on the panel. This year, a new step was added to the process, with a Funding Committee (Commissioners and staff) developing the funding recommendations for the Commission.

Commissioner Treskunoff Bailey asked how an agency that does not get funded this year, could qualify in the future. Sonia Melara stated that COSW plans to look at other

departments, such as the Mayor's Office of Community Development, and see if they can provide organizational development and technical assistance to help agencies.

Commissioner Saunders said she was very happy to be a part of the process, and noted her concerns regarding agencies with inadequate technical skills and resources. She believes that the COSW should be committed to helping underprivileged organizations qualify for funding.

Melyssa Jo Kelly outlined the following recommended allocations:

Applicant organization	proposed project	request	allocation
Domestic Violence Intervention/Advocacy $163,000			
Donaldina Cameron House	Asian Domestic Violence Services	106,198	81,500
W.O.M.A.N., Inc.	Repeat Offenders Prevention Program	100,303	41,500
No. CA Coal for Immigrant Rights	Mujeres Unidas y Activas	45,000	40,000
Domestic Violence Crisis Line Services $146,500			
W.O.M.A.N., Inc.	Domestic Violence Crisis Line	196,000	146,500
Domestic Violence Legal Assistance $234,700			
Nihonmachi Legal Outreach	Asian/Pacific Domestic Violence Proj	106,378	81,500
SF Neighborhood Legal Assistance	Legal Serv: Battered Women & Child	108,333	51,700
Volunteer Legal Services	Coop Restraining Order Clinic	50,000	50,000
Volunteer Legal Services	Domestic Violence Legal Services	65,281	51,500
Domestic Violence Shelter Services $489,300			
Asian Women's Shelter	AWS Shelter	122,620	105,900
La Casa de las Madres	LCDM Shelter	223,300	223,300
St. Vincent de Paul	Brennan House	170,232	34,500
St. Vincent de Paul	Rosalie House	142,380	125,600
Sexual Assault Intervention/Advocacy $89,000			
SF Women Against Rape	Medical/Legal Advocacy & Accomp	150,000	89,000
Sexual Assault Crisis Line Services $65,000			
SF Women Against Rape	Sexual Assault Crisis Line	65,000	65,000

TOTAL ALLOCATION: $1,187,500

The following representatives addressed the commission regarding the allocation process: Beckie Masaki – Asian Women's Shelter, Lester Olmstead Rose – Community United Against Violence, Dean Ito Taylor – Nihonmachi Legal Outreach, Juana Flores (in Spanish) – Mujeres Unidas y Activas, Ken Thiesen – San Francisco Neighborhood Legal Assistance Foundation and Jeannie Morrow of W.O.M.A.N. Inc.

Motion (Saunders/Treskunoff Bailey) to approve COSW Violence Against Women Grant Program Preliminary Funding Allocations for 1998-2001

ROLL CALL VOTE WAS TAKEN: Ayes: Delgado, Marks, Phelps, Ito, Saunders

7. REPORTS

Convention of the Elimination of Discrimination of Women (CEDAW)

Sonia Melara reported that the Mayor has signed the CEDAW Ordinance and the next step is to see if it will be funded.

Adult Sexual Assault Task Force

Trisha Stapleton of the District Attorney's Office and Rebecca Rolfe of San Francisco Women Against Rape expressed appreciation of the leadership and support of COSW and requested more staff support. They asked for Rosario Navarrette to be allowed more time to participate in the development of the Task Force.

7. PUBLIC COMMENT

None.

8. ANNOUNCEMENTS

None.

9. **CLOSED DOOR SESSION** begins at 6:00 P.M.

10. ADJOURNMENT

The meeting was adjourned at 6:25 P.M.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Thursday, May 28, 1998 at 4:30 P.M.
25 Van Ness, Suite 70
San Francisco, California 94102

American Sign Language Interpreters and an FM Amplification System provided upon request with 48 hour advance notice to Leatrice Miyashiro at (415) 252-2570. Accessible parking available at the Civic Center Plaza Garage, the private lot adjacent to the building, and metered parking spaces adjacent to the building or on Oak Street or Hickory. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Caryl Ito
Vice President Patricia Chang
Commissioner Ximena Delgado
Commissioner Milton Marks
Commissioner Regina Phelps
Commissioner Sabrina Saunders
Commissioner Treskunoff Bailey

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - April 23, 1998 Regular Meeting
4. PRESIDENT'S REPORT
   - Follow Up on Mayor's Women's Summit
5. STAFF REPORT
   - COSW's Budget Process

- California Association of Commissions for Women Annual Convention
- State Appointments Initiative

6. OLD BUSINESS

- Discussion of and possible action re: a position on decriminalizing prostitution.
- Adult Sexual Assault Task Force – Work Plan

ACTION: To approve the Adult Sexual Assault Task Force Work Plan.

- Task Force on the Sexual Assault of Girls and Young Women Work Plan

ACTION: To approve the Task Force on Sexual Assault of Girls and Young Women Work Plan

7. NEW BUSINESS
8. REPORTS

- Young Women's Conference Update

9. PUBLIC COMMENT
10. ANNOUNCEMENTS
11. PUBLIC COMMENT
12. ADJOURNMENT

Know Your Rights Under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

MINUTES
May 28, 1998

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 4:39 P.M.

MEMBERS PRESENT	STAFF PRESENT	EXCUSED
President Ito	Sonia Melara	Commissioner Phelps
Vice President Chang	Rosario Navarrette	
Commissioner Delgado	Melyssa Jo Kelly	
Commissioner Marks	Leatrice Miyashiro	
Commissioner Saunders		
Commissioner Treskunoff		

2. ADOPTION OF AGENDA

3. ADOPTION OF MINUTES

m/s/c (Marks/Chang) to adopt the agenda with changes to move presentation from Jennifer Hudson of the Housing Authority to follow the adoption of the minutes. Also to move Old Business action items to follow this presentation.

m/s/c (Delgado/Marks) to adopt the minutes of April 23, 1998 as written.

4. Special Presentation by Jennifer Hudson on Domestic Violence at the Housing Authority

Ms. Hudson made a presentation regarding her work on Domestic Violence cases at the San Francisco Housing Authority. In her job, she tries to link women with outside services in San Francisco. Unfortunately she is the only one doing this work at the San Francisco Housing Authority. She is in the process of meeting with key services in the community to develop additional resources.

Sonia Melara suggested she contact Melyssa Jo Kelly of COSW staff as a resource.

President Ito thanked Jennifer Hudson for attending and making the presentation.

5. OLD BUSINESS

Discussion of and possible action re: a position on decriminalizing prostitution.

Commissioner Chang moved to support decriminalization of sex workers and recommend that the authorities with jurisdiction in this matter investigate its applicability to San Francisco.

Rachel West of the U.S. Prostitutes Collective, Steven York of Civil Rights League and Daisy Anarchy of the Exotic Dancer's Alliance and COYOTE spoke on behalf of decriminalization and thanked the Commission for its support.

Sara Miller and Laura DesertRain also spoke in support of decriminalization and problems of prostitution.

Motion (Chang/Marks) move to support the decriminalization of sex workers and recommend that the authorities with jurisdiction in this matter investigate its applicability to San Francisco.

ROLL CALL VOTE WAS TAKEN: Ayes: Treskunoff Bailey, Chang, Delgado, Ito, Marks.

NOTE: Commissioner Saunders arrives at 5:08 P.M.

Adult Sexual Assault Task Force Work Plan

Sonia Melara introduced this item by explaining that the work plans outline the directions for the task forces. The idea is to work toward an end product.

Rosario Navarrette gave an overview of the Adult Sexual Assault Task Force. She explained the goals for the Task Force for the next fiscal year and the work plan. For the following year, the Task Force will formally establish the Sexual Assault Response Team (SART). San Francisco's model includes a community advocacy component which makes San Francisco unique in it's approach. Additionally, the mission statement, protocols and strategic plan will be completed by the year 2,000. Implementation of the SART model will have been successfully operating.

Vice President Chang stated that Rosario Navarrette has been working with this task force for three years and commended her for bringing together many divergent organizations.

Ms. Navarrette commented that the Commissions support is really appreciated. Sonia Melara noted that while the staff will continue to take a lead, members of the task force would like a commissioner to attend their meetings to represent the commission whenever possible.

President Ito thanked Ms. Navarrette for her leadership.

m/s/c (Chang/Delgado) to adopt the Adult Sexual Assault Task Force Work Plan.

Task Force on the Sexual Assault of Girls and Young Women Work Plan

Rosario Navarrette reported that this task force has been developing its membership of young women and girls. The task force was able to procure $3,000 from the Mayor's Office of Children, Youth and Families through a collaboration with the YWCA. The young women have suggested a variety of incentives to recruit and retain young women on the task force. The group has completed their own recruitment flyers and also want to hold focus groups. The work plan calls for members to prepare a report on the issue of sexual assault and present the report to the Commission for approval by April 1999. Thereafter it will be presented to the Board of Supervisors with recommendations on services to girls and young women. By the year 2,000, the implementation phase will follow and the task force will decide where they want to be.

NOTE: Vice President Chang leaves at 5:25 P.M.

m/s/c (Delgado/Marks) to accept the Task Force on Sexual Assault of Girls and Young Women Work Plan.

6. PRESIDENT'S REPORT

President Ito reported that the Women's Summit has formed a group to put together a report. They have already picked a date for next year's Summit – April 15, 1999. Vice President Chang suggested that the Commission send a letter to the Mayor asking him to let the Commission plan the Summit next year and suggest to him how valuable the Commission's input could be. The Commission should be the lead agency for the conference.

President Ito participated in the Alumnae Resources Luncheon which traditionally honored women over 70.

The Pacific and Asian Women Bay Area Coalition (PAWBAC) held their awards event where Vice President Chang was honored. President Ito thanked Sonia Melara and Ann Lehman for attending.

7. STAFF REPORT

Sonia reported highlights of her staff report.

The Mayor's office has proposed the following: $250,000 for additional program funding, $100,000 for the implementation of CEDAW and $85,000 for the program

needs assessment. This is the proposed budget that needs to be approved by the Board of Supervisors. Supervisor Barbara Kaufman was extremely helpful in the budget process.

The State Task Force on Commissions will be holding a meeting on the upcoming Saturday at the Cathedral Hill Hotel to discuss the August Convention.

On May 1st, Ms. Melara participated in a discussion with Leadership California, NWPC, CEWAER and the State Commission regarding the development of a collaborative to insure women's appointments in the next administration and across the state. We're going to be presenting the "How To Get That Appointment" workshop at a later date this year and will be able to include additional information to this effort.

NOTE: Commissioner Delgado leaves at 5:43 P.M.

NOTE: Commissioner Treskunoff Bailey and Saunders leaves at 5:45 P.M.

8. REPORTS

Young Women's Conference Update

Rosario Navarrette reported on the Young Women's Conference. Over 250 young women attended with 50 adults. It was very much the young women's conference. The Commission helped with the registration and found them a location to hold the conference. The young women are already planning next year's conference.

9. PUBLIC COMMENT

None.

10. ADJOURNMENT

The meeting was adjourned at 5:46 P.M.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

5

3/98

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Thursday, July 23, 1998 at 4:30 P.M.
25 Van Ness, Suite 70
San Francisco, California 94102

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American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to Leatrice Miyashiro at (415) 252-2570. Accessible parking available at the Civic Center Plaza Garage, the private lot adjacent to the building, and metered parking spaces adjacent to the building or on Oak Street or Hickory. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Caryl Ito
Vice President Patricia Chang
Commissioner Ximena Delgado
Commissioner Milton Marks
Commissioner Regina Phelps
Commissioner Sabrina Saunders
Commissioner Treskunoff Bailey

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - May 28, 1998 Regular Meeting
4. PRESIDENT'S REPORT
5. STAFF REPORT
   - California Commissions for Women Annual Convention
   - COSW Budget

6. NEW BUSINESS

- California Conference on Physician Aid in Dying Sponsorship

ACTION: To co-sponsor the California Conference on Physican Aid in Dying.

- Out of Sight, Out of Mind: Task Force on Girls and the Juvenile Justice System – Final Presentation to the Commission

- Legislation: Violence Against Women and Family Law, AB 2169, AB 1767, AB 1900, AB 2177, AB2351, SB 1682, SB 1719, SB 1830, SB 1796

ACTION: To consider position of support on these bills.

Legislation: Education: AB 499, Economic Equity: AB 2454, Employment: AB 310, AB 1643, AB 2405, Health Care & Access to Care: AB 7, AB 34, AB 224, AB 1112, AB 1636, AB 1621, AB 1748 and AB 2592

ACTION: To consider position of support on these bills.

- Women Who Make A Difference Awards Nominations Report

- COSW Violence Against Women (VAW) Grant Program Funding Recommendations for 1998-2001

ACTION: To approve COSW VAW Funding Recommendations for 1998-2001.

- Approval of ordinance amending Article 1, Section 16.6-2.1 of the San Francisco Administrative Code, which lists the organizations that the COSW is authorized to join, by adding to that list the National Coalition Against Sexual Assault, The California Coalition Against Sexual Assault, The National Coalition Against Domestic Violence, the California Alliance Against Domestic Violence and the California Commissions for Women.

ACTION: To approve above ordinance amendment.

7. OLD BUSINESS
8. REPORTS
   - Gender Parity Report
   - Adult Sexual Assault Task Force
   - Task Force on the Sexual Assault of Girls and Young Women
   - Convention on the Elimination of Discrimination of Women (CEDAW)
9. PUBLIC COMMENT
10. ANNOUNCEMENTS
11. ADJOURNMENT

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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MINUTES
July 23, 1998

1. PRESIDENT'S REPORT

President Ito thanked Melyssa Jo Kelly for her work on meetings for the Violence Against Women funding recommendations. She reported that Ann Lehman's CEDAW task force had met.

2. STAFF REPORT

Sonia Melara introduced interns at the COSW office: Niki Borofsky, Amber Lowe, Gloria Ng and Nina Fuhrman. There were four others not present. President Ito welcomed them.

The office is busy working on the California Commissions for Women Convention. Ms. Melara asked the Commissioners if they were attending. Twenty Six Commissions from California are expected to attend.

The Commission's budget was approved Monday by the Board of Supervisors.

President Ito thanked Sonia Melara for working on the budget.

3. REPORTS

Convention on the Elimination of Discrimination of Women (CEDAW)

Niki Borofsky, intern, reported on the CEDAW inaugural meeting on July 16, 1998. She reported that Krishanti Dharmaraj spoke about gender analysis. The next step will be to look at department listings and guidelines on gender analysis. Introductions were made. Leirion Gaylor, budget analyst, and member of the CEDAW Task Force recognized five departments for gender analysis.

Gender Parity Report

Renee Williams gave report on the Gender Parity Report. Earlier this year, the Commission did an analysis of Board of Supervisors appointments and Mayoral appointments. The reports were combined and used as a guide for the final analysis. Sonia Melara stated that now we have an overview of city appointments. The next step will be to hold the "How to Get That Appointment" workshop.

Adult Sexual Assault Task Force

No report.

Task Force on the Sexual Assault of Girls and Young Women

No report.

NOTE: Commissioner Saunders arrives at 4:55 p.m.

4. CALL TO ORDER/ROLL CALL

The meeting was called to order at 4:55 P.M.

MEMBERS PRESENT	STAFF PRESENT	EXCUSED
President Ito	Sonia Melara	Commissioner Phelps
Commissioner Delgado	Melyssa Jo Kelly	Vice President Chang
Commissioner Treskunoff Bailey	Leatrice Miyashiro	Commissioner Marks
Commissioner Saunders		

5. ADOPTION OF AGENDA

m/s/c (Treskunoff Bailey/ Delgado) to adopt the agenda.

6. ADOPTION OF MINUTES

m/s/c (Treskunoff Bailey/ Delgado) to adopt the minutes of May 28, 1998 as written.

7. NEW BUSINESS

COSW Violence Against Women Grant Program Funding Recommendations for 1998-2001

Melyssa Jo Kelly stated that Commissioners Chang, Delgado and Saunders were members of the Violence Against Women Grant Program Expert Review Panel and Funding Committee. The Commission is grateful to the Mayor and Board of Supervisors for the increased funding for the Violence Against Women programs, although the Commission did not receive the full amount requested. There was tremendous response from the public for requests for proposals

Commissioner Treskunoff Bailey stated that she is repeating what she stated last year that the funding allocations are divided into small amounts to many agencies and asked what

the agencies would do with such small amounts. An example was the agency CAHEED's funding which requested $240,500 and was allocated $45,000.

Melyssa Jo Kelly stated that the Funding Committee hoped that CAHEED would be able to use the funds as seed money for peer education.

Commissioner Treskunoff Bailey asked San Francisco Women Against Rape (SFWAR) what they were going to do with the money allocated to them.

A representative from San Francisco Women Against Rape stated that they were hoping to expand their programs and carry on education prevention services.

President Ito stated that the Commission needs more information from the agencies on their partial funding and how they will be utilitized.

Sonia Melara stated that the Commission wanted to expand their money as much as possible. In that process, they ended up giving money to a lot of agencies. It was a struggle to determine allocations and for some of the agencies, it was just to provide them with seed money. She stated that perhaps after doing the needs assessment this year, the Commission can have more information to go back to the Mayor's office next year and demonstrate the need.

Lester Olmstead Rose of Community United Against Violence, showed posters to the Commission that were the result of FY97-98 COSW Funding and discussed the need for lesbian, bisexual, transgender (LBT) violence against women funding.

Sonia Melara stated that the Commission received only a third of the funding requested. Transitional services programs were at the top of the list. Prevention education programs were second. Some communities were not funded at all.

Melyssa Jo Kelly stated that one of the key factors in funding decisions was if the Funding Committee believed the organization could raise funds elsewhere, funds were not allocated.

President Ito stated that the Commission needed more information. She recommended postponing voting to the following month's meeting. This would give the agencies time to let the Commission know what they are going to do with the allocated funding.

Sonia Melara suggested that the Commission send these recommendations back to the funding committee for consideration.

Angelo Butler of Women Against Violence Everywhere (WAVE) stated that the need for Violence Against Women in the Bayview Hunters Point community is great.

m/s/c (Delgado/Saunders) to delay the vote on approving the violence against women grant program funding recommendations for 1998-2001 until the Special Meeting on August 6, 1998.

The Funding Committee will meet the following week on Monday, July 28, 1998.

Jim Becker of the Center for Human Development thanked the COSW for receiving funds and noted that the population of the Log Cabin is primarily African American.

Jennifer Grant of the Riley Center thanked the Commission for increase in funds and noted that the largest percentage of clients they serve is African American.

Women in Dialogue stated that they work with women in the street sex industry. They thanked the Commission for the recommendation and will look for matching funds.

California Conference on Physician Aid in Dying Sponsorship

Nancy Kitz thanked the Commission for adding them on the agenda. Mayor Brown is hosting this conference. This conference is especially important for women and people of color. They welcomed the Commission's support. They hoped the Commission could attend the conference.

8. PUBLIC COMMENT

None.

9. ANNOUNCEMENTS

Other action items on the agenda will be done by fax approval.

President Ito stated that several domestic violence legislation bills - AB1531, AB1532 and AB112 were not included and needed mentioning. These were bills that Assemblyman Kevin Shelley brought up.

10. ADJOURNMENT

The meeting was adjourned at 6:10 P.M.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Special Meeting
Thursday, August 6, 1998 at 4:30 P.M.
25 Van Ness, Suite 70
San Francisco, California 94102

American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to Leatrice Miyashiro at (415) 252-2570. Accessible parking available at the Civic Center Plaza Garage, the private lot adjacent to the building, and metered parking spaces adjacent to the building or on Oak Street or Hickory. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Caryl Ito
Vice President Patricia Chang
Commissioner Ximena Delgado
Commissioner Milton Marks
Commissioner Regina Phelps
Commissioner Sabrina Saunders
Commissioner Treskunoff Bailey

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL

2. ADOPTION OF AGENDA

3. NEW BUSINESS

   - COSW Violence Against Women (VAW) Grant Program Funding Recommendations for 1998-2001

   ACTION: To approve COSW VAW Funding Recommendations for 1998-2001.

4. PUBLIC COMMENT
5. ANNOUNCEMENTS
6. ADJOURNMENT

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Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

MINUTES
August 6, 1998

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1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 4:40 P.M.

MEMBERS PRESENT	STAFF PRESENT	EXCUSED
President Ito	Sonia Melara	Commissioner Phelps
Vice President Chang	Melyssa Jo Kelly	Commissioner Marks
Commissioner Treskunoff Bailey	Leatrice Miyashiro	
Commissioner Delgado		
Commissioner Saunders		

2. ADOPTION OF AGENDA

m/s/c (Treskunoff Bailey, Chang) to adopt the agenda

3. NEW BUSINESS

COSW Violence Against Women Grant Program Funding Recommendations for 1998-2001

Vice President Chang spoke as a Funding Committee member and described the Request for Qualifications (RFQ) process.

After extensive outreach and promotion, RFQ's were released on 1/15/98. We had an unprecedented response to our RFQ, with over 150 application packets picked-up, and 76 agencies and individuals represented at the Bidder's Conference. On 3/19, for a full and intense day, the Expert Review Panel (10 members, including Funding Committee members) reviewed the 42 applications (for more than 60 projects), completed a group review, and developed ratings and recommendations. Then, the Funding Committee met on 4/9, and developed preliminary funding recommendations, which were adopted by the Commission at its April meeting. The Committee met again on 5/13 to discuss strategies regarding the budget increase request, and how remaining allocations could best support the ***Strategic Action Plan***; then met on 7/8 to develop funding recommendations for transitional and prevention programs. At the Commission's direction, the Committee has re-examined its recommendations.

CURRENT RECOMMENDATIONS

TRANSITIONAL ADVOCACY $230,000		
Arriba Juntos	Proyecto Apoyo	71,000
Donaldina Cameron House	Employment Readiness	38,000
Mary Elizabeth Inn	INNroads	51,000
St. Vincent de Paul (Riley)	Brennan House	70,000
PREVENTION EDUCATION $347,500		
Asian Perinatal Advocates	Preven/Interven Proj	48,000
Bayview Hunters Point Fdn	WAVE, ETC.	49,000
Center for Human Dvl	Viol/Sexl Assault Prev	25,000
Chinatown Youth Center	Young Asian ♀ Ag Viol	40,000
Horizons Unlimited	Females Against Viol	20,000
SF Neighborhood Legal Asst	Middle Schools Proj	27,000
SF Neighborhood Legal Asst	Queer ♀ Prev & Educ	24,600
SF Women Against Rape	STAND	27,000
SF Women Against Rape	Violence Prev Educ	66,900
Women In Dialogue	Prostitute ♀ Safety Proj	10,000
Women's Safety Project	Self-Defense Seed Proj	10,000

The principles and philosophy behind the funding recommendations were as follows:

1. To support a variety of community-based solutions to violence against women, we recommended funding a broad range of organizations in San Francisco, including those that have addressed violence against women but not received COSW funding in the past;

2. Strategically, we support the development of comprehensive programs, however limited resources precluded recommending large blocks of funding for specific projects;

3. The COSW's ***Strategic Action Plan*** emphasized services to the African American community, in part, a result of a 1996 report on San Francisco domestic homicides which identified African American women at the highest risk of domestic homicide. Although in a 1997 report, Latinas were identified as at the highest risk of domestic homicide, our recommendations do not reflect this shift.

4. Although the COSW's ***Strategic Action Plan*** identified L/B/T women as a priority population, of the four proposed projects, two were in Intervention/Advocacy (for which there were no additional funds for new programs), and two were in Prevention/Education (CUAV's outdoor media campaign and SFNLAF's community education program;

5. No funds were recommended for projects that seemed eligible for funding from other sources (for example, UCSF Center on Deafness, Goldman Institute, and CUAV – for prevention education programs for disabled, elder, and L/B/T women, respectively).

In the future, the Commission may wish to establish a policy for Request for Qualifications regarding grant amount ranges, and optimal and minimum budgets.

President Ito thanked the Selection Committee for meeting again.

m/s/c (Delgado/Saunders) approved the COSW Violence Against Women Grant Program Funding Recommendations for 1998-2001. All Ayes except Commissioner Treskunoff Bailey opposed.

4. PUBLIC COMMENT

Angelo Butler of Women Against Violence Everywhere (WAVE) thanked the Commission for their second round of deliberations.

Jennifer Grant thanked the Commission for funding but expressed concern that $34,500 was transferred from shelter services to prevention education.

Kate Lewis thanked the Commission for their funding and commented that their group served African American women as the most needful group of women.

Ken Thiesen of the San Francisco Neighborhood Legal Assistance Foundation thanked the Commission for funding for LBT women prevention education.

Sonia Melara stated that the Commission's primary priority was transition. The number of programs that applied were few. After reviewing those submitted, programs were allocated the funding appropriate for the service being proposed. Transition will continue to be the Commission's primary priority next year.

President Ito discussed the challenges of balancing various community needs.

Sonia Melara stated that the needs assessment should be able to provide more information about the needs of the community.

Lester Olmstead Rose thanked the Commission for shifting money to prevention education for Lesbian Bisexual and Transgender Women and expressed disappointment that Community United Against Violence wasn't funded.

Claire Barnes thanked the Commission for funding for Cameron House.

Mai Ho of Asian Perinatal Advocates, a new grantee, thanked the Commission for funding.

Delores Richardson of the Center for Human Development thanked the Commission for funding to help young African American men.

Jamie Lee Evans of San Francisco Women Against Rape thanked the Commission for funding their programs which includes teaching women self defense.

President Ito thanked all for their comments.

5. ADJOURNMENT

The meeting was adjourned at 5:04 p.m.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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/27/98

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Thursday, August 27, 1998 at 4:30 P.M.
25 Van Ness, 6th Floor
Commission on Aging Conference Room
San Francisco, California 94102

American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to Leatrice Miyashiro at (415) 252-2570. Accessible parking available at the Civic Center Plaza Garage, the private lot adjacent to the building, and metered parking spaces adjacent to the building or on Oak Street or Hickory. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Caryl Ito
Vice President Patricia Chang
Commissioner Ximena Delgado
Commissioner Milton Marks
Commissioner Regina Phelps
Commissioner Sabrina Saunders
Commissioner Treskunoff Bailey

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - July 23, 1998 Regular Meeting
   - August 6, 1998 Special Meeting
4. PRESIDENT'S REPORT
5. STAFF REPORT
   - California Commissions for Women Annual Convention

6. NEW BUSINESS

- Election of Officers for the Commission

ACTION: To elect new officers for the Commission on Status of Women for Fiscal Year '98-'99.

- Approval of ordinance amending Article 1, Section 16.6-2.1 of the San Francisco Administrative Code, which lists the organizations that the COSW is authorized to join, by adding to that list the National Coalition Against Sexual Assault, The California Coalition Against Sexual Assault, The National Coalition Against Domestic Violence and the California Alliance Against Domestic Violence.

  ACTION: To approve ordinance amending Article 1, Section 16.6-2.1 of the San Francisco Administrative Code.

7. OLD BUSINESS

8. REPORTS

- Adult Sexual Assault Task Force
- Convention on the Elimination of Discrimination of Women (CEDAW)

9. PUBLIC COMMENT

10. ANNOUNCEMENTS

11. ADJOURNMENT

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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MINUTES
August 27, 1998

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 4:38 P.M.

MEMBERS PRESENT	STAFF PRESENT	EXCUSED
President Ito	Sonia Melara	Commissioner Marks
Vice President Chang	Melyssa Jo Kelly	
Commissioner Delgado	Rosario Navarrette	
Commissioner Phelps	Leatrice Miyashiro	
Commissioner Saunders		
Commissioner Treskunoff Bailey		

2. ADOPTION OF AGENDA

m/s/c (Treskunoff Bailey/Chang) to adopt the agenda.

3. ADOPTION OF MINUTES

m/s/c (Treskunoff Bailey/Delgado) to adopt the minutes of July 23, 1998 with the following changes: In President's Report, add that the CEDAW task force was chaired by Vice President Chang and staffed by Ann Lehman. In Staff Report, change last sentence to read President Ito thanked Sonia Melara for working on the successful results of the budget. On Page 3, the third from the bottom paragraph, should read as follows: President Ito stated that the Commission needed more information from organizations which were recommended for less funding than requested. She recommended postponing voting to the following month's special meeting. This would give the agencies time to let the Commission know what they are going to do with the allocated funding.

m/s/c (Delgado/Phelps) to adopt the minutes of August 6, 1998.

4. PRESIDENT'S REPORT

President Ito thanked everyone as this meeting would be her last official COSW commission meeting. Juanita Miles, the new commissioner will come on board at the next Commission meeting. Ms. Ito stated that working as a Commissioner marked the first time she had worked in city government and it was a good learning experience for a

resident of San Francisco which helped her in her personal business life as well. She wished Commissioner Treskunoff Bailey, who is resigning, the best.

Commissioner Sharron Treskunoff Bailey thanked the Commission for teaching her some things and letting her voice her own opinions. She will be working for HUD (Housing and Urban Development) in a fellowship in the regional office of Policy and Management.

5. STAFF REPORT

Sonia Melara stated that although it is hard to see people leaving, she is glad that these women are moving on to bigger and better things particularly in areas where women are needed.

Ms. Melara introduced staff that were present to Juanita Miles, the new commissioner.

California Commissions for Women Convention: Ms. Melara stated that the convention was a great success with congratulatory messages pouring in to the office. The Association of California Commissions for Women was born and Ms. Melara was elected President.

Violence Against Women Strategic Plan Implementation: The implementation plan, requested at an earlier meeting, was distributed to the commissioners. They were requested to read it. If they had any questions to call Melyssa Jo Kelly.

Gender Parity Report: The semi-final report of the Gender Parity Report was also distributed. Ms. Melara requested commissioners to review it and report any changes by September 1, 1998 to Renee Williams.

Commission's Retreat Date: Commissioners were asked to select another retreat date since the Mayor's Great Sweep is scheduled on November 7, 1998. October 24, 1998 was selected. Location to be announced.

General Comments: Vice President Chang commended staff and Sonia Melara for holding the California Commissions for Women Convention. She stated that the convention idea started about a year ago in a hotel where some COSW's expressed their discontentment with the National COSW organization. Sonia Melara took the lead in getting everyone together and hosting this convention. The women now have a model to follow and were given a spark of hope for strengthening their organizations.

President Ito also thanked Sonia Melara and staff for their work on the convention.

Juanita Miles stated that she found the convention to be very comfortable for her and thanked Sharron Treskunoff Bailey for her help in getting her acquainted with the Commission. She is looking forward to working with everyone.

Sharron Treskunoff Bailey asked Sonia Melara to thank Melyssa Jo Kelly for creating a resolution for Lulann McGriff who died at the start of the convention.

Rebecca Rolfe from SFWAR (San Francisco Women Against Rape) attended the meeting and reported that SFWAR will be holding it's 25th Anniversary Celebration and proceeded to announce they will be presenting COSW with the Partnership Award. Ms. Rolfe invited everyone to attend to receive the award. On behalf of SFWAR, Ms. Rolfe thanked the commission.

President Ito stated that Rebecca Rolfe has worked hard with COSW's staff to make changes in the areas of sexual assault.

6. NEW BUSINESS

Election of Officers

President Ito stated that every year in August, the Commission holds an election for president and vice president. Nominations for president opened.

Commissioner Phelps nominated Vice President Chang for president. Commissioner Delgado seconded. Vice President Chang accepted the nomination. Being that there were no other nominations, Commission Chang was elected by acclamation.

Commission Treskunoff Bailey nominated Commissioner Saunders for Vice President. Commissioner Phelps nominated Commissioner Delgado for Vice President. President Elect Chang seconded both.

Speeches were requested from both candidates. Commissioner Saunders stated that she would like to focus on African American women and AIDS as a health issue. Commissioner Delgado stated that her focus was on economic development and welfare to work to address the needs of women in poverty.

Commissioner Treskunoff Bailey recommended that a co-vice chair position be established in order to accommodate both nominations. Commissioner Phelps seconded.

Ms. Melara advised the Commission that this was not allowed by the by-laws. Therefore a change has to be made.

Discussion was held and it was decided to make the position a First Vice President and Second Vice President with both on the same level. Commissioner Delgado was named Vice President. It was decided to add the action item to change the by-laws. At that time, Commissioner Saunders will be added to the other Vice President slot. Commissioner Delgado will be First Vice President and Commissioner Saunders will be Second Vice President.

President Elect Chang took over proceedings of the meeting.

Awards of Certificate of Achievement were given to President Ito and Commissioner Treskunoff Bailey.

Approval of ordinance amending Article 1, Section 16.6-2.1 of the San Francisco Administrative Code, which lists the organization that the COSW is authorized to join, but adding to that list the National Coalition Against Sexual Assault, The California Coalition Against Sexual Assault, The National Coalition Against Domestic Violence, California Alliance Against Domestic Violence and the Association of California Commission for Women.

m/s/c (Treskunoff Bailey/Phelps) to approve the above changes to the ordinance.

7. OLD BUSINESS

None.

8. REPORTS

Adult Sexual Assault Task Force

No report.

Convention on the Elimination of Discrimination of Women (CEDAW)

President Elect Chang reported that there was an article about CEDAW in the September issue of MS. magazine. The CEDAW Task Force has met twice and identified the four departments that will be reviewed for gender analysis. The four departments recommended (but not finalized) include the City Attorney's office, Human Services, Juvenile Probation and Public Works. They are working on the RFQ for the consultant position for CEDAW.

9. PUBLIC COMMENT

None.

10. ANNOUNCEMENTS

President Ito stated that Riva Enteen of the National Lawyers Guild who had organized a protest at the Mayor's Summit and the Mayor's budget wanted to be added to the agenda for next month.

Commissioner Treskunoff Bailey stated that the budget that Riva Enteen was talking about were issues that she supports and commissioners need to review them very carefully because they affect women and children.

President Elect Chang added that the commission meeting time needs to be revisited at the next meeting.

11. ADJOURNMENT

The meeting was adjourned at 5:45 P.M. in memory of Lulann McGriff, civil rights activist.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Thursday, September 10, 1998 at 4:30 P.M.
25 Van Ness, 6th Floor
Commission on Aging Conference Room
San Francisco, California 94102

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AGENDA

Roster:

President Patricia Chang
Vice President Ximena Delgado
Commissioner Milton Marks
Commissioner Juanita Miles
Commissioner Regina Phelps
Commissioner Sabrina Saunders

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - August 27, 1998 Regular Meeting
4. PRESIDENT'S REPORT
5. STAFF REPORT
   - Commission Retreat Agenda for Saturday, October 24, 1998

6. NEW BUSINESS

- Out of Sight, Out of Mind: Task Force on Girls and the Juvenile Justice System – Final Presentation to the Commission.

ACTION: To approve final report of Out of Sight, Out of Mind Task Force.

- Commission Meeting Time Change

ACTION: To change the commission meeting time.

- By-Law change for October meeting: change the position of Vice President from one position to two and call them First Vice President and Second Vice President.

7. OLD BUSINESS

8. REPORTS

- Adult Sexual Assault Task Force

- Convention on the Elimination of Discrimination of Women (CEDAW)

8. PUBLIC COMMENT

9. ANNOUNCEMENTS

11. ADJOURNMENT

Know Your Rights Under the Sunshine Ordinance
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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

MEETING NOTES
September 10, 1998

Due to a lack of quorum, the meeting was not officially called to order. A discussion of the agenda items began at 4:45 p.m.

MEMBERS PRESENT: President Chang, Vice President Delgado

STAFF PRESENT: Sonia Melara, Rosario Navarrette, Melyssa Jo Kelly, Leatrice Miyashiro, Ann Lehman, Renee Williams, Esther Velonza, Angela Patane, Yasko Okada (intern)

COMMISSIONER EXCUSED: Commissioner Marks

COMMISSIONERS ABSENT: Commissioners Miles, Phelps and Saunders

Commissioners and Staff present heard a presentation held on the Out of Sight, Out of Mind: Task Force on Girls and the Juvenile Justice System. Present were Laurie Schaffner, Julie Posadas, Betty Houston-Ricks, Norma Houghtaling, Janet Clinger, Kathy Garza and Andrea Shorter.

Eileen Hansen, Martina Gillis and Riva Enteen made a presentation of the People's Budget. This item will be further discussed at the Commission retreat on October 24, 1998.

The discussion ended at 6:25 p.m.

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NOTICE OF CANCELLATION OF MEETING

The Regular Commission Meeting for the Commission on the Status of Women that was to be held on October 22, 1998 at 4:30 p.m.is cancelled. The next Commission meeting will be held on November 19, 1998 at 4:30 at 25 Van Ness, Room 330 A.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Special Meeting
Saturday, October 24, 1998 at 9:30A.M. – 5:00P.M.
De Young Museum – Gallery 23
Golden Gate Park
San Francisco, California

American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to Leatrice Miyashiro at (415) 252-2570. Accessible parking available at private lot adjacent to the building, and metered parking spaces adjacent to the building. Accessible MUNI Metro line is the N-Judah line that stops at 9th & Judah. Accessible MUNI Lines are the 5-Fulton, and 71 lines outside the park and line 44 into the park. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Patricia Chang
Vice President Ximena Delgado
Vice President Sabrina Saunders
Commissioner Milton Marks
Commissioner Juanita Miles
Commissioner Regina Phelps

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. NEW BUSINESS
   - Development of Commission's 1999-2000 Goals and Objectives
4. PUBLIC COMMENT
5. ANNOUNCEMENTS
6. ADJOURNMENT

Know Your Rights Under the Sunshine Ordinance
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COMMISSION ON THE STATUS OF WOMEN

October 24, 1998

There were no Minutes taken at this meeting.

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Sonia Melara, Executive Director

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Thursday, November 19, 1998 at 4:30 P.M.
25 Van Ness, Room 330-A
San Francisco, California 94102

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AGENDA

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Vice President Ximena Delgado
Commissioner Milton Marks
Commissioner Juanita Miles
Commissioner Emily Murase
Commissioner Regina Phelps
Commissioner Sabrina Saunders

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL

2. ADOPTION OF AGENDA

3. ADOPTION OF MINUTES

   - August 27, 1998 Regular Meeting

4. PRESIDENT'S REPORT

   - Meeting with Mayor Brown

5. STAFF REPORT

   - FY 1999-2000 Plan
   - Proposition 208 provisions
   - COSW Quarterly Neighborhood Meetings

6. NEW BUSINESS

- Grantee Presentation from San Francisco Neigborhood Legal Assistance Foundation and San Francisco Women Against Rape

- Discussion of Commission Meeting Time Change

- Discussion on Changes to COSW Bylaws

- NACW 2000 Convention Proposal

ACTION: To approve the submittal of a proposal to host the National Association of Commissions on Women (NACW) Convention in the year 2000

- Strategic Action Plan Implementation

ACTION: To approve the Violence Against Women Grant Program Strategic Action Plan Implementation for Fiscal Year 1998-99.

7. OLD BUSINESS

8. REPORTS

- Adult Sexual Assault Task Force
- Girls and Young Women Sexual Assault Task Force
- Convention on the Elimination of Discrimination of Women (CEDAW)

9. PUBLIC COMMENT

10. ANNOUNCEMENTS

11. ADJOURNMENT

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Thursday, November 19, 1998 at 4:30 P.M.
25 Van Ness, Room 330-A
San Francisco, California 94102

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AGENDA
Revised 11/16/98

Roster:

President Patricia Chang
Vice President Ximena Delgado
Commissioner Milton Marks
Commissioner Juanita Miles
Commissioner Emily Murase
Commissioner Regina Phelps
Commissioner Sabrina Saunders

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - August 27, 1998 Regular Meeting
4. PRESIDENT'S REPORT
   - Meeting with Mayor Brown
5. STAFF REPORT
   - Proposition 208 provisions
   - COSW Quarterly Neighborhood Meetings

6. NEW BUSINESS

- Grantee Presentation from San Francisco Neigborhood Legal Assistance Foundation and San Francisco Women Against Rape

- Discussion of Commission Meeting Time Change

- Discussion on Changes to COSW Bylaws

- NACW 2000 Convention Proposal

ACTION: To approve the submittal of a proposal to host the National Association of Commissions on Women (NACW) Convention in the year 2000

- Strategic Action Plan Implementation

ACTION: To approve the Violence Against Women Grant Program Strategic Action Plan Implementation for Fiscal Year 1998-99.

- FY 1999-2000 Plan

ACTION: To approve the FY 1999-2000 Plan

7. OLD BUSINESS

8. REPORTS

- Adult Sexual Assault Task Force
- Girls and Young Women Sexual Assault Task Force
- Convention on the Elimination of Discrimination of Women (CEDAW)

9. PUBLIC COMMENT

10. ANNOUNCEMENTS

11. ADJOURNMENT

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MINUTES
November 19, 1998

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 4:40 P.M.

MEMBERS PRESENT	STAFF PRESENT	EXCUSED
President Chang	Sonia Melara	Commissioner Phelps
Vice President Delgado	Rosario Navarrette	
Commissioner Marks	Ann Lehman	
Commissioner Miles	Leatrice Miyashiro	
Commissioner Murase	Esther Velonza	

2. ADOPTION OF AGENDA

m/s/c (Marks/Miles) to adopt the agenda with addition of Violence Against Women During the Holidays under New Business.

3. ADOPTION OF MINUTES

m/s/c (Miles/Murase) to adopt the minutes of August 27, 1998.

4. PRESIDENT'S REPORT

President Chang welcomed Commissioner Emily Murase to the Commission. Commissioner Murase shared a few words on her background and what she is working on presently at Stanford.

President Chang attended a meeting with the Mayor and reported that he is very interested in holding the national COSW conference in San Francisco in the year 2000. For the Mayor's Summit, the Mayor has appointed Commissioner Miles and President Chang to the Executive Committee and Commissioner Miles will be the co-chair and President Chang will be the program chair on the Outreach Committee.

5. STAFF REPORT

Sonia Melara reported that Proposition 208, regarding campaign contributions reform, would have eliminated large contributions to elected officials. **Since its passage, Proposition 208 has been challenged in court. The federal district court issued a**

preliminary injunction prohibiting the proposition's provisions from going into effect. The Ninth Circuit Court of Appeals recently held a hearing and could lift that injunction. As a result, at the present time, commissioners are not prohibited from contributing to the Mayor's campaign providing no City resources are used. However, the status of Proposition 208 could change at any time.

The 1999 Quarterly Neighborhood Meetings are a way to reach the community on pertinent issues.

The Commission office has received word from the Chief Administrator's Office that they have been assigned a meeting room at City Hall for the fourth Wednesday of the month. The Commission will have to decide what is a good time for them to meet.

Planned Parenthood - Golden Gate has asked the Commission to be a partner of choice for their luncheon in January. COSW would be added to the program at no cost to the Commission.

6. NEW BUSINESS

Grantee Presentation from the San Francisco Neighborhood Legal Assistance Foundation and San Francisco Women Against Rape

Quyen Lee gave a presentation of the Middle Schools Prevention Education Project from San Francisco Neighborhood Legal Assistance Foundation which provides domestic violence and sexual assault prevention education to middle school students.

Jamie Lee Evans of San Francisco Women Against Rape spoke about their programs targeting middle school students about rape prevention.

NOTE: Commissioner Delgado arrives at 5:10 p.m.

A video was shown about the program that aired on Channel 7 News.

Jamie Lee Evans presented the Commission with an award for their dedication toward youth education and preventing violence against women and all teen dating violence.

President Chang thanked both agencies for their hard work.

Violence Against Women During The Holidays

Commissioner Miles stated that an article in the Chronicle about Alice Tennison's death prompted her to call Sonia Melara about the issue of violence against women during the holidays. Ms. Melara suggested to write a letter to the Police Department to request to increase the patrols on the streets during the holidays and to create more awareness among officers to be more visible and available on the streets.

Public Comment: Jamie Lee Evans stated that there is a group of women who have been organized to stand in front of shopping centers during the holidays and hand out candy canes to the children and talk to the mothers about violence against women.

Discussion of Commission Meeting Time Change

Commissioners agreed that the fourth Wednesday of the month at 5:00 p.m. would be the new time for regular commission meetings in 1999.

Discussion on Changes to COSW Bylaws

Sonia Melara reported that there were several changes to the COSW Bylaws that the City Attorney's office had suggested. President Chang suggested that since the commissioners had not read the bylaw changes, this item would be on next month's calendar for action.

NACW 2000 Convention Proposal

Sonia Melara sought approval for the submittal of a proposal to host the National Association of Commissions on Women (NACW) convention in the year 2000.

m/s/c (Miles/Delgado) to approve the submittal of a proposal to host the NACW Convention in the year 2000.

Strategic Action Plan Implementation

Sonia Melara stated that the Commission wanted to insure that certain areas were covered for the implementation of the Strategic Action Plan. President Chang requested adding Native American to Women of Color.

m/s/c (Delgado/Miles) to approve the Strategic Action Plan Implementation.

FY 1999-2000 Plan

Sonia Melara stated that the FY 1999-2000 Plan will be a part of COSW's budget request. Commissioner Murase pointed out a typo on page 4 under Objectives, second bullet – delete first word Girls from part of sentence: Girls Status of Girls. Below that on fourth bullet in parenthesis (i.e. ERA) ERA stands for Equal Rights Advocates. Ms. Murase sought clarification on page 7, second Goal, second bullet, sentence reads: Network office computers within the office and throughout the City by December 1999. Ms. Melara explained that sentence needs to be reworded to state that networking computers are between city departments not the whole city.

m/s/c (Murase/Delgado)to adopt the FY 1999-2000 Plan.

7. OLD BUSINESS

None.

8. REPORTS

Adult Sexual Assault Task Force

Rosario Navarrette gave an update of the Adult Sexual Assault Task Force for the benefit of the new commissioners. The Adult Sexual Assault Task Force was created by the Department of Public Health in the area of service community for survivors of sexual assault. In the past, before 1994, all of the funding for sexual assault was going into the San Francisco Rape Treatment Center. The Commission was given the authority to administer funds for the 24-Hour Crises Line and Medical Advocacy. As a result of that, the Commission was also given the task of creating a model of city wide response to sexual assault. The Sexual Assault Task Force was formed and has been working for the last two years on the ground level, establishing relationships between agencies

Last year, the task force developed a 3-Year Plan to develop the model and formalize the Sexual Assault Response Team (SART). Now, the SART is at the San Francisco General Hospital Emergency Room and the San Francisco Rape Treatment Center. The Commission's role is to collaborate and facilitate the discussion at the task force meetings.

Recently, because of the departure of the Director of the Rape Treatment Center, a meeting with the director of Department of Public Health to discuss maintaining services has been scheduled. Rosario Navarrette stated that she would keep the Commission updated as to what is happening with the task force.

Girls and Young Women Sexual Assault Task Force

Rosario Navarrette reported that there are now seven task force members. The adults are considered advisors and supporters. Their mandate is to write a report and report it to the Board of Supervisors. Their report will show what is available for survivors of sexual assault, what's missing and what recommendations they are proposing. Meanwhile, the girls are being trained to do a presentation in public. Before they go to the Board of Supervisors, they will do a presentation for the Commission.

Ms. Navarrette stated that Camille Broussard of the Youth Commission deserves a lot of credit for working with the task force.

Convention on the Elimination of Discrimination of Women (CEDAW)

Ann Lehman reported on the CEDAW task force. The task force reported to the Mayor and Board of Supervisors for the first time. Ms. Lehman gave a brief history of CEDAW. In April of this year, the Mayor and Board of Supervisors of San Francisco

signed the CEDAW Ordinance that basically implements the ordinance. This has not been done on the local level before. They have gotten lot of press from international agencies. The task force consists of 11 members made up of members from COSW, Human Rights Commission, various department heads and 5 community members. The task force was formed in June and has been meeting monthly ever since. One of its tasks was to educate itself on the definition of gender analysis in terms of the CEDAW Ordinance. Another task was to choose four departments in the city to go under gender analysis. The four departments selected are the Department of Public Works, Juvenile Probation Department., City Attorney's Office and the Human Services Department. The next step of the task force was to put together a Request for Proposal to hire a consultant who could guide them through the gender analysis process. They hope to have the consultant hired by the end of the year.

9. PUBLIC COMMENT

Jackie Bryson gave her personal account of her experience at a homeless shelter , The Episcopal Sanctuary, where she was discriminated against in place of a person with a dog and a transvestite. Sonia Melara suggested Ms. Bryson visit the Commission office and speak to staff about her concerns.

10. ANNOUNCEMENTS

Ann Lehman handed the Commissioners a list of CEDAW Task Force members. She also reported on the Out of Sight, Out of Mind Task Force. There was a lot of communication going on at the Delancey Street programs. There is concern of what the Treasure Island Residential Center for Girls will look like.

President Chang announced that Commissioner Saunders has been appointed to the Permit Appeals Board.

Commissioner Murase announced the 50th Anniversary of the Universal Declaration of Human Rights will be celebrated on December 9, 1998 at 8:00 p.m. at the Nob Hill Masonic Auditorium – 1111 California St, San Francisco.

11. ADJOURNMENT

m/s/c (Miles/Murase) to adjourn the meeting.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

PUBLIC NOTICE OF MEETING CHANGE

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Cancelled

The December 24, 1998 Regular Meeting of the Commission on the Status of Women

Special Meeting

A Special Meeting for the Commission on the Status of Women will be held on December 17, 1998 at 4:30 at the Arts Commission Meeting Room, 25 Van Ness, Suite 70. Action on a new meeting time will be taken.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

REVISED

PUBLIC NOTICE OF MEETING CHANGE

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Cancelled

The December 24, 1998 Regular Meeting of the Commission on the Status of Women

Special Meeting

A Special Meeting for the Commission on the Status of Women will be held on December 17, 1998 at 4:30 p.m. at the Arts Commission Meeting Room at 25 Van Ness, Suite 70. Action on a new meeting date and time and a neighborhood meeting schedule will be taken.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

5

7/98

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Thursday, December 17, 1998 at 4:30 P.M.
25 Van Ness, Suite 70
San Francisco, California 94102

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American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to Leatrice Miyashiro at (415) 252-2570. Accessible parking available at the Civic Center Plaza Garage, the private lot adjacent to the building, and metered parking spaces adjacent to the building or on Oak Street or Hickory. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Patricia Chang
Vice President Ximena Delgado
Commissioner Juanita Miles
Commissioner Emily Murase

** *Public Comment will be heard during each agenda item.*

1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - November 19, 1998 Regular Meeting
4. PRESIDENT'S REPORT
   - Mayor's Women Summit
5. STAFF REPORT
   - National Association of Commissions on Women Year 2000 Convention
   - Report on Mayor's Mexico Delegation trip

6. NEW BUSINESS

7. OLD BUSINESS

- Discussion on changes to COSW Bylaws and 30-Day Notice to Public

- 1999 Quarterly Neighborhood Meetings Schedule

ACTION: To approve the 1999 Quarterly Neighborhood Meetings Schedule

- Commission Meeting Date and Time Change

ACTION: To approve the Commission Meeting Date and Time Change.

7. REPORTS

- Adult Sexual Assault Task Force
- Convention on the Elimination of Discrimination of Women (CEDAW)

8. PUBLIC COMMENT

10. ANNOUNCEMENTS

11. ADJOURNMENT

Know Your Rights Under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Thursday, December 17, 1998 at 4:30 P.M.
25 Van Ness, Suite 70
San Francisco, California 94102

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AGENDA
Revised 12/14/98

Roster:

President Patricia Chang
Vice President Ximena Delgado
Commissioner Juanita Miles
Commissioner Emily Murase

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - November 19, 1998 Regular Meeting
4. PRESIDENT'S REPORT
   - Mayor's Women Summit
5. STAFF REPORT
   - National Association of Commissions on Women Year 2000 Convention
   - Report on Mayor's Mexico Delegation trip

6. NEW BUSINESS

7. OLD BUSINESS

- Discussion on changes to COSW Bylaws and 30-Day Notice to Public

- 1999 Quarterly Neighborhood Meetings Schedule

ACTION: To approve the 1999 Quarterly Neighborhood Meetings Schedule

- Commission Meeting Date and Time Change

ACTION: To approve the Commission Meeting Date and Time Change.

8. REPORTS

- Status Report on Jakkee Bryson Issue
- Adult Sexual Assault Task Force
- Convention on the Elimination of Discrimination of Women (CEDAW)

9. PUBLIC COMMENT

10. ANNOUNCEMENTS

11. ADJOURNMENT

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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MEETING CANCELLATION NOTICE

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REGULAR COMMISSION MEETING

for the

COMMISSION ON THE STATUS OF WOMEN

DECEMBER 17, 1998

Next meeting will be held on January 27, 1999 in Room 408, City Hall.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

PUBLIC NOTICE

SPECIAL MEETING

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for the

COMMISSION ON THE STATUS OF WOMEN

Wednesday, January 27, 1999
5 P.M.

CITY HALL, ROOM 408

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Special Meeting
~~Thursday~~ Wednesday, January 27, 1999 at 5:00 P.M.
1 Dr. Carlton B. Goodlett Place, Room 408
401 Van Ness Avenue
San Francisco, California 94102

American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to Leatrice Miyashiro at (415) 252-2570. Accessible parking available at the Civic Center Parking Garage, the parking lot on McAllister between Larkin and Polk and metered parking spaces adjacent to the building. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Patricia Chang
Vice President Ximena Delgado
Commissioner Dorka Keehn
Commissioner Carolene Marks
Commissioner Juanita Miles
Commissioner Emily Murase
Commissioner Regina Phelps

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - November 19, 1998 Regular Meeting
4. PRESIDENT'S REPORT
5. STAFF REPORT
   - Internal Audit
   - Staffing Issues
   - Report on Mayor's Mexico Delegation Trip

6. NEW BUSINESS

- Grantee Presentation-Center for Human Development, San Francisco Neighborhood Legal Assistance Foundation, Women in Dialogue, Women's Safety Project

- To approve '99-'00 COSW Budget

ACTION: To approve '99-'00 COSW Budget

- Women's History Month Awards Report

- Report on February's Neighborhood Meeting at Hunter's Point

7. OLD BUSINESS

- To adopt COSW Bylaws with changes

ACTION: To adopt COSW Bylaws with changes

- 1999 Quarterly Neighborhood Meetings Schedule

ACTION: To approve the 1999 Quarterly Neighborhood Meetings Schedule

- Commission Meeting Date and Time Change

ACTION: To approve the Commission Meeting Date and Time Change.

8. REPORTS

- Status Report on Jakkee Bryson Issue
- Adult Sexual Assault Task Force
- Convention on the Elimination of Discrimination of Women (CEDAW)

9. PUBLIC COMMENT
10. ANNOUNCEMENTS
11. ADJOURNMENT

Know Your Rights Under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Special Meeting
Wednesday, January 27, 1999 at 5:00 P.M.
1 Dr. Carlton B. Goodlett Place, Room 408
401 Van Ness Avenue
San Francisco, California 94102

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REVISED
AGENDA
(Jan. 22, 1999)

Roster:

President Patricia Chang
Vice President Ximena Delgado
Commissioner Dorka Keehn
Commissioner Carolene Marks
Commissioner Juanita Miles
Commissioner Emily Murase
Commissioner Regina Phelps

** *Public Comment will be heard during each agenda item.*

1. CALL TO ORDER/ROLL CALL

2. ADOPTION OF AGENDA

3. ADOPTION OF MINUTES
   - November 19, 1998 Regular Meeting

4. PRESIDENT'S REPORT

5. STAFF REPORT
   - Internal Audit
   - Staffing Issues
   - Report on Mayor's Mexico Delegation Trip

6. NEW BUSINESS

- Grantee Presentation-Center for Human Development, San Francisco Neighborhood Legal Assistance Foundation, Women in Dialogue, Women's Safety Project

- To approve '99-'00 COSW Budget

ACTION: To approve '99-'00 COSW Budget

- Women's History Month Awards Report

- Report on February's Neighborhood Meeting at Hunter's Point

7. OLD BUSINESS

- To adopt COSW Bylaws with changes

ACTION: To adopt COSW Bylaws with changes

- 1999 Quarterly Neighborhood Meetings Schedule

ACTION: To approve the 1999 Quarterly Neighborhood Meetings Schedule

- Commission Meeting Date and Time Change

ACTION: To approve the Commission Meeting Date and Time Change.

8. REPORTS

- Status Report on Jakkee Bryson Issue
- Adult Sexual Assault Task Force
- Convention on the Elimination of Discrimination of Women (CEDAW)

9. PUBLIC COMMENT
10. ANNOUNCEMENTS
11. ADJOURNMENT

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

7/99

Sonia Melara, Executive Director

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MINUTES
January 27, 1999

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:05 p.m.

MEMBERS PRESENT	STAFF PRESENT	EXCUSED
Vice President Delgado	Sonia Melara	President Chang
Commissioner Keehn	Rosario Navarrette	Commissioner Phelps
Commissioner Marks	Ann Lehman	
Commissioner Miles	Esther Velonza	
Commissioner Murase	Leatrice Miyashiro	
	Melyssa Jo Kelly	

2. ADOPTION OF AGENDA

m/s/c (Murase/Miles) to adopt the agenda with two changes: 1)Status Report on Jakkee Bryson by Melyssa Jo Kelly will be done as part of Staff Report. 2)Ann Lehman will present her report on CEDAW before 5:15 p.m.

3. ADOPTION OF MINUTES

m/s/c (Murase/Miles) to adopt the minutes of November 19, 1998.

4. PRESIDENT'S REPORT

None.

5. STAFF REPORT

Sonia reported that the audit of the department has been completed. The report with the results will be shared with the commissioners when ready.

With regards to staff issues in the department, one staff member has been on an extended and unexpected Family Medical Leave. As a result of this, some project delays have occurred including the 1999 Information and Referral Service Directory, How To Get That Appointment booklet production and seminar, as well as the Women's History Month Awards Ceremony.

Ms. Melara reported that she was a part of the Mayor's Delegation to Mexico. It was an extremely valuable trip and she met with several women who were interested in implementing CEDAW in Mexico City.

Progress report on Violence Against Women Needs Assessment will be given to commissioners once it has been finalized.

Status Report on Jakkee Bryson Issue

A memo regarding the department response to issues raised by Jakkee Bryson was distributed to commissioners. Melyssa Jo Kelly reported that since her report had been written, the office did receive a report from the Human Rights Commission on their investigation. The Human Services Department and the Human Rights Commission did not sustain Ms. Bryson's complaint. Both departments made some recommendations about procedures to the Episcopal Sanctuary. Their reports will be distributed to commissioners.

Melyssa Jo Kelly further reported that she attended a meeting at the Episcopal Sanctuary where other shelter issues were raised by other residents regarding privacy and harassment based on gender equity.

6. NEW BUSINESS

Grantee Presentations – Center for Human Development, San Francisco Neighborhood Legal Assistance Foundation, Women in Dialogue and Women's Safety Project

Nina Fischer, Director for the Center for Human Development gave a detailed description of the Log Cabin program that deals exclusively with young men incarcerated at or through the Juvenile Probation Department. Issues of sexual assault and domestic violence are dealt with in this new program. The age group of the young men is from 14 to 18 years of age.

Leslie Cogan of the San Francisco Neighborhood Legal Assistance Foundation (SFNLAF) the Program Director for the Peer Violence Prevention and Education program, gave a presentation on their new program. One of the primary functions of the program is to conduct outreach to the youth population to talk about Sexual Assault and Domestic Violence at youth shelters. They also hold training sessions on how to fill out a temporary restraining order, distribute literature and give technical and legal assistance to the transgender population. This unique program has been in effect for three months. They are seeking more funding for a full time position.

Rachel West of Women in Dialogue made a presentation on behalf of her organization. She explained that her program is made up of three organizations collaborating on this project: Women in Dialogue, US Prostitutes Collective and Legal Action for Women. Ms. West thanked the Commission for their support. Their organization provides legal

support and advocacy for prostitutes who are victims of sexual assault. They also monitor court cases that involve prostitutes. They are producing an information card on their program to be distributed to prostitutes in the future. A self help legal clinic will open in March. Presently, the organization consists of two coordinators and three volunteers. In addition to COSW, other funding comes from donations and fundraising events.

Lori Dobeus of the Womens Safety Project teaches self defense classes as part of a collaboration with some public schools in San Francisco. The program identifies girls from the classes to be trainers to their peers. The evaluations from the girls who have taken the class has been very positive. It is a nine-week program.

CEDAW Report

Ann Lehman gave the CEDAW Report. She briefly gave a history of the CEDAW Task Force for the benefit of the new commissioners. She explained that one of the task force's first tasks was to identify four city departments to undergo the gender analysis. The departments initially chosen were: Department of Human Services, Juvenile Probation, Department of Public Works and the City Attorney. However, due to limited resources, we will only conduct a gender analysis of the Juvenile Probation and the Department of Public Works Department. The agency Strategic Analysis for Gender Equity (SAGE) from New York has been selected as the consultant for this project. The Task Force is also looking into best practices and the Bank of America gender discrimination issue.

(Public Comment)

Ann Lehman reported that she has been working with a group of students at the Everett Middle School Peer Resource Group. The students have made sexual harassment their priority and have created a very impressive program. They have conducted a sexual harassment survey, and published their own booklet on sexual harassment issues for youth. They are also planning a conference in late April.

COSW Budget '99-'00

Sonia Melara stated that the Mayor wants a baseline budget similar to last years. Major issues that will be stated in a cover letter include: public information campaign on Domestic Violence, clerical support and a personnel person to be shared with four other departments.

m/s/c (Murase/Marks) approved the COSW Budget for Fiscal Year '99-'00.

Women's History Month Awards

Sonia Melara reported that for Women's History Month, COSW is working with the Board of Supervisors to select awardees and have a reception on March 22nd . Each

supervisor will nominate three women from their respective districts and a selection committee will select one for each district. The awardees will be announced at a small reception in the light court at 12 Noon and at the board meeting at 2 p.m.

Report on February Neighborhood Meeting at Hunters Point

Commissioner Miles will send out flyers to the BayView Hunter's Point community for the February Neighborhood meeting.

7. OLD BUSINESS

COSW BYLAWS

Sonia Melara explained that changes to COSW bylaws are primarily made by the City Attorneys Office to comply with our mandate.

m/s/c (Marks/ Miles) to adopt the COSW ByLaws with changes.

1999 Quarterly Neighborhood Meetings Schedule

Sonia Melara stated that the schedule for quarterly meetings needed approval. The meetings are on Wednesdays and at 5:30 p.m. The February meeting on the 25th is the only one held on a Thursday.

m/s/c (Murase/Miles) to approve the 1999 Quarterly Neighborhood Meetings Schedule.

Commission Meeting Date and Time Change

New meeting time and date will be the fourth Wednesday of the month at 5:00 p.m.

m/s/c (Murase/Marks) to approve Commission Meeting Date and Time Change.

8. REPORTS

Adult Sexual Assault Task Force

Rosario Navarrette gave an update on the Rape Treatment Center restructuring. Flyers were distributed regarding criminal justice, legal advocacy and sexual assault training on February 25, 1999 from 2 – 4 p.m. At their January 8th meeting, the task force discussed the need for housing for survivors of sexual assault.

9. PUBLIC COMMENT

Bill Huff from the Resource Center in the Presidio invited everyone to the International Women's Day celebration on March 8, 1999. A UNESCO representative will be there.

10. ANNOUNCEMENTS

Commissioner Murase reported that a delegation of Chinese women are coming in April and are seeking sites to visit. Their focus is domestic violence.

Commissioner Marks thanked the Commission for their support after the death of her husband Senator Milton Marks.

Commissioner Murase congratulated Rosario Navarrette on her promotion to Assistant Director.

11. ADJOURNMENT

m/s/c (Miles/Marks) to adjourn the meeting at 6:35p.m.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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PUBLIC NOTICE

SPECIAL COMMUNITY MEETING
for the
COMMISSION ON THE STATUS OF WOMEN
on
FEBRUARY 25, 1999

5:30 – 7:30 p.m.

at the

SOUTHEAST COMMUNITY FACILITY
COMMUNITY ROOM

Please call the commission office at 252-2570 for more details.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Special Meeting
Thursday, February 25, 1999 at 5:30 P.M.
Southeast Community Facility
1800 Oakdale
Oakdale and Phelps (2 blocks from 3rd Street)
San Francisco, California

American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to Toye Moses at (415) 821-1534. Parking available on the street on Phelps and Oakdale Streets. Accessible BART station is the Glen Park Station. Accessible MUNI Lines are the 23 Monterey, #24 Divisadero and 44 O'Shaughnessey lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

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Vice President Ximena Delgado
Commissioner Dorka Keehn
Commissioner Carolene Marks
Commissioner Juanita Miles
Commissioner Emily Murase
Commissioner Regina Phelps

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL

2. ADOPTION OF AGENDA

3. ADOPTION OF MINUTES
   - January 27, 1999 Regular Meeting

4. PRESIDENT'S REPORT

5. STAFF REPORT
   - New Staff Position (CEDAW)
   - Women's History Month Awards
   - ACCW Quarterly Meeting
   - NACW Meeting in Washington

6. NEW BUSINESS

   - Grantee Presentation: Bayview Hunters Point Foundation

   - Take Your Daughters To Work Day

7. OLD BUSINESS

   - Needs Assessment Report

8. REPORTS

   - Convention on the Elimination of Discrimination of Women (CEDAW)

9. PUBLIC COMMENT
10. ANNOUNCEMENTS
11. ADJOURNMENT

Know Your Rights Under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

5/99

Sonia Melara, Executive Director

MINUTES
February 25, 1999
Community Meeting

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:37 p.m.

MEMBERS PRESENT	STAFF PRESENT	EXCUSED
President Chang	Sonia Melara	Commissioner Phelps
Vice President Delgado	Rosario Navarrette	
Commissioner Keehn	Melyssa Jo Kelly	
Commissioner Marks	Karen Soares (intern)	
Commissioner Miles	Leatrice Miyashiro	
Commissioner Murase		

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2. ADOPTION OF AGENDA

m/s/c (Murase/Miles) to adopt the agenda.

3. ADOPTION OF MINUTES

m/s/c (Keehn/Marks) to adopt the minutes of January 27, 1999.

4. PRESIDENT'S REPORT

President Chang thanked the Bayview Hunters Point community for inviting the Commission to meet in their neighborhood. She also thanked Commissioner Miles for her assistance in setting up the meeting. Commissioner Miles was pleased that the Commission had come to her old neighborhood.

President Chang thanked the COSW staff for their 1997-98 Annual Report.

Commissioner Marks thanked the Commission for the dedication to her late husband Senator Milton Marks in the annual report.

5. STAFF REPORT

Sonia Melara reported that the Commission has hired a new staff member Latika Malkani to oversee the CEDAW work and needs assessment.

Ms. Melara introduced an intern in our office, Karen Soares, who has been with the Commission for two months and goes to Dartmouth College.

For Women's History Month Awards this year, the Commission is trying something new. They have requested each member of the Board of Supervisors and the Mayor nominate three women whom they wanted to honor. To insure diversity among the honorees, a selection committee reviewed the nominations and selected the following women to be honored.

Mayor Brown – Janice Mirikitani
Supervisor Ammiano – Martina Gillis
Supervisor Becerril – Tracy Brown
Supervisor Bierman – Jane Morrison
Supervisor Brown – Raye Gilbert Richardson
Supervisor Katz – Catherine Muther
Supervisor Kaufman – Isabel Wade
Supervisor Leno – Assemblywoman Carole Migden
Supervisor Newsom – Feysan Lodde
Supervisor Teng – Beckie Masaki
Supervisor Yaki – Amy Meyer
Supervisor Yee – Nancy Lim Yee

The honorees will be recognized at 2:00 p.m. March 22, 1999, in the Board of Supervisors' Chambers. Prior to the Awards Ceremony, there will be a private reception at 1:00 p.m. for the awardees' family and friends.

NOTE: Commissioner Delgado arrives at 5:45 p.m.

Ms. Melara attended the Association of California Commission for Women (ACCW) meeting in Sacramento. The group met with Speaker Pro-Tem Sheila Kuehl and the Governor's Chief of Staff Trish Fontana. She will also be traveling to Washinton, D.C. to address the National Association of Commissions for Women (NACW) Board of Directors regarding the year 2000 NACW Convention.

PUBLIC COMMENT

Carol Domino of the Bayview Hunters Point MSC Drop In Center distributed flyers. She announced that the center has services for the homeless which include food, clothing, shelter and counseling.

6. NEW BUSINESS

Grantee Presentation: Bayview Hunters Point Foundation

Angelo Butler of the Bayview Hunters Point Foundation – Women Against Violence Everywhere (WAVE) Project gave a presentation about the program. A question and answer discussion followed. Karen Patterson Matthew, Executive Director also answered questions.

NOTE: Commissioner Marks leaves at 6:26 p.m.

President Chang thanked the Bayview Hunters Point Foundation for their work.

Take Your Daughter to Work Day

Sonia Melara reported on Take Your Daughter to Work Day which will be April 22, 1999. The Commission once again will be working with Junior Achievement, the Board of Supervisors and the Mayor's Office to engage young women in the work of their offices. Other events include a tour of City Hall and a mock hearing by Supervisor Teng. She asked commissioners if they were available to address the girls during the afternoon panel to contact Ann Lehman at the Commission office.

7. OLD BUSINESS

Needs Assessment Report

Rosario Navarrette stated that the department has selected the firm that will be conducting the Violence Against Women needs assessment and program evaluation. The agency is Community Assessment Research and Evaluation Incorporated (CARE).

Latika Malkani introduced herself to the Commission as the new staff person in the COSW office. She will be overseeing the implementation of the needs assessment and CEDAW's gender analysis.

8. REPORTS

CEDAW

President Chang announced that there will be a training on (CEDAW), Convention on the Elimination of Discrimination Against Women. The training will take place on March 23, 1999 between 1 – 5 p.m. at City Hall, Room 201.

9. PUBLIC COMMENT

In response to a question from a member of the public, Melyssa Jo Kelly gave an overview of the department's Violence Against Women programs.

Man in Audience – a homeless coordinator, stated that the Bayview Hunters Point community is very underserved.

Rosario Navarrette stated that the needs assessment will conduct focus groups to get input from the community.

President Chang commended Melyssa Jo Kelly and Rosario Navarrette for their work in the domestic violence field.

Karen Patterson of the Bayview Hunters Point Foundation applauded the Commission for having community meetings. She suggested that for future meetings, an agenda and information about the Commission be given to the public before the meeting.

10. ANNOUNCEMENTS

Sonia Melara stated that President Chang and Sandy Sohcot a few months ago brought together various women's organizations in the community. Now, that coalition of organizations are the Women's Leadership Alliance. They are sponsoring a symposium on March 25, 1999 from 5:30 to 8:30 p.m. The two topics to be discussed will be CEDAW and Social Security.

Commissioner Keehn invited everyone to the Mayor's Women's Summit on April 16, 1999. There are 500 scholarships available.

Commissioner Murase distributed flyers about applying for positions in the Governor Gray Davis Administration. The Commissioner was also concerned about the closing of the Women's Needs Center in the Haight Ashbury Free Clinic.

Commissioner Delgado announced that the following Tuesday, Vice President Gore will attend the Welfare to Work National Program Conference in San Francisco.

11. ADJOURNMENT

The meeting was adjourned at 7:04 p.m.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

5

4/99

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Wednesday, March 24, 1999 at 5:30 P.M.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 408
San Francisco, California 94102

American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to Leatrice Miyashiro at (415) 252-2570. Accessible parking available at the Civic Center Parking Garage, the parking lot on McAllister between Larkin and Polk and metered parking spaces adjacent to the building. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Patricia Chang
Vice President Ximena Delgado
Commissioner Dorka Keehn
Commissioner Carolene Marks
Commissioner Juanita Miles
Commissioner Emily Murase
Commissioner Regina Phelps

** *Public Comment will be heard during each agenda item.*

1. CALL TO ORDER/ROLL CALL

2. ADOPTION OF AGENDA

3. ADOPTION OF MINUTES
   - February 25, 1999 Special Community Meeting

4. PRESIDENT'S REPORT

5. STAFF REPORT
   - Budget
   - Meeting with ACCW in Washington, D.C.
   - Update on Take Your Daughter To Work/Women Who Make A Difference '99

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6. NEW BUSINESS

   - Grantee Presentation: W.O.M.A.N. Inc. and Mary Elizabeth Inn

7. OLD BUSINESS

8. REPORTS

   - CEDAW
   - Women Who Make A Difference

9. PUBLIC COMMENT
10. ANNOUNCEMENTS
11. ADJOURNMENT

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Sonia Melara, Executive Director

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Revised AGENDA
3/23/99
(See New Time)

Fax Copy 1st Posted 3/23/99

Roster:

President Patricia Chang
Vice President Ximena Delgado
Commissioner Dorka Keehn
Commissioner Carolene Marks
Commissioner Juanita Miles
Commissioner Emily Murase
Commissioner Regina Phelps

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL

2. ADOPTION OF AGENDA

3. ADOPTION OF MINUTES
   - February 25, 1999 Special Community Meeting

4. PRESIDENT'S REPORT

5. STAFF REPORT
   - Budget
   - Meeting with ACCW in Washington, D.C.
   - Update on Take Your Daughter To Work/Women Who Make A Difference '99

6. NEW BUSINESS

   - Grantee Presentation: W.O.M.A.N. Inc. and Mary Elizabeth Inn

7. OLD BUSINESS

8. REPORTS

   - CEDAW
   - Women Who Make A Difference

9. PUBLIC COMMENT
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MINUTES
March 24, 1999

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:10 p.m.

MEMBERS PRESENT	STAFF PRESENT	EXCUSED
Commissioner Keehn	Sonia Melara	President Chang
Commissioner Marks	Melyssa Jo Kelly	Vice President Delgado
Commissioner Miles	Latika Malkani	Commissioner Phelps
Commissioner Murase	Leatrice Miyashiro	

2. ADOPTION OF AGENDA

m/s/c (Murase/Marks) to adopt the agenda.

3. ADOPTION OF MINUTES

m/s/c (Marks/Keehn) to adopt the minutes of February 25, 1999.

4. PRESIDENTS REPORT

No report.

5. STAFF REPORT

Sonia Melara reported that there was a domestic violence case in the Chronicle about a police officer who had repeatedly violated a restraining order stalking his girlfriend over a number of years. After a hearing at the Police Commission, with strong community support for the police officer, the Police Commission suspended him for 30 days from his job. They rejected the recommendation of Police Chief Lau who recommended the police officer be fired. The Commission sent a letter signed by President Chang expressing our concerns to the Police Commission stating that this case would set a disturbing precedent for other police officers. We have also requested a hearing before the Police Commission. If there is a hearing regarding this case, the commissioners will be notified.

Ms. Melara stated that Commissioner Keehn has requested the Commission look into the issue of living wage. It will be placed on next month's agenda.

Sonia Melara reported that the Women's History Month event was very successful.

6. NEW BUSINESS

Grantee Presentation: W.O.M.A.N. Inc. and Mary Elizabeth Inn

Beverly Upton, Executive Director of W.O.M.A.N. Inc. introduced Elizabeth Chavez of W.O.M.A.N. Inc.'s CalWORKs Advocacy Program who educates survivors of domestic violence. She does on-site counseling at the CalWORKs department at 225 Bush Street, offers referrals and educates participants about their rights. Working by herself, she has seen 35-40 women since December 1, 1998.

Beverly Upton also reported on W.O.M.A.N. Inc's on-site advocacy program with the Police Department in which an advocate works evening hours from 4 p.m. to 2 a.m. She visits sites with a police inspector where domestic violence has occurred within the last 24 hours. She advises victims on how to obtain a temporary restraining order or sign up for the victim witness program. The program is funded by the Police Department and COSW.

Kay Lewis, director of Mary Elizabeth Inn and Regina Knell, shelter manager from La Casa de las Madres run a collaborative program between Mary Elizabeth Inn and La Casa. After discovering that many victims of domestic violence were coming to Mary Elizabeth Inn, they formed the INNroads program with La Casa. This program allows women to stay at the Inn for up to a year. The program offers structured counseling in a supportive environment. Their goal is to serve 10 women a year and hope to exceed that number. The program is limited to women without children.

Regina Knell, manager at La Casa, handles Aftercare at the Inn. Her duties include individual and group counseling which advises women on safety, housing, employment, and domestic violence issues. They have had success with women who go from General Assistance to full time employment. They deal with women with disabilities and substance abuse issues.

7. REPORTS

CEDAW – Convention on the Elimination of Discrimination Against Women

Latika Malkani reported that the CEDAW task force is meeting every two weeks. There was a CEDAW workshop held on March 23, 1999. The contract to hire a consultant has been signed and the consultant is now gathering information on the two departments selected to first participate in the gender analysis. The consultants Strategic Analysis for Gender Equity (SAGE), are coming to visit San Francisco and will be meeting with other city officials, city employees, union representatives, community advocates and CEDAW task force members. SAGE's expertise is in CEDAW and international human rights. They are based in New York.

Women Who Make A Difference

Sonia Melara reported that the Women Who Make A Difference ceremony will take place either on July 29th or August 5th this year. The location will determine the date. A mailing has been done to obtain nominees for the four women and two organizations who contribute to the development of women. Ms. Melara asked the Commissioners to submit their nominations.

7. PUBLIC COMMENT

None.

8. ANNOUNCEMENTS

Sonia Melara reminded everyone of Women in Action Lobby Day on Wednesday, April 28, 1999. This year the issue is education. COSW is a co-sponsor. Commissioners are encouraged to attend.

Commissioner Murase thanked the Friends of COSW and the staff for their hard work on the lovely reception for Women's History Month.

Commissioner Marks announced that she would like to add the following issues to next month's agenda: women's health, COSW's funding procedures for Violence Against Women programs and dioxins in the environment.

Leatrice Miyashiro reminded the Commissioners that the Form 700, Statement of Economic Interest, is due on April 1, 1999 to the Ethics Commission. She requested Commissioners deliver it to the Commission office by March 31, 1999.

Commissioner Keehn announced that the San Francisco National Organization for Women poster and essay contest would be held the following Saturday.

9. ADJOURNMENT

The meeting was adjourned at 6:00 p.m.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

Join the Commission on the Status of Women
for a

Releases

Meeting in your Community

Wednesday, April 28, 1999
5:30-7:00 P.M.

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Donaldina Cameron House
920 Sacramento Street
San Francisco, CA 94108
(Located between Powell and Stockton)

For additional information or to be placed on the agenda, call the San Francisco Commission on the Status of Women at 252-2570

The mission of the San Francisco Commission on the Status of Women "is to foster the socioeconomic, political and educational advancement of women and girls throughout San Francisco; to insure equal and adequate treatment and services to women and girls by public agencies and the private sector; and to assist City and County government by developing and implementing policies, legislation and programs which address the need of all women and girls. The Commission's highest priorities are addressing economic barriers in employment and business, and violence against women. The department particularly emphasizes programs for women and girls whose needs have not been fully met, such as low income women and women of color."

The above meeting facility is accessible for persons with disabilities. Reasonable accommodations can be made to facilitate the participation of disabled individuals upon request with 48 hours advance notice to Leatrice Miyashiro at (415) 252-2570 (Voice) or 252-2550 (TDD)

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Commission on the Status of Women
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Sonia Melara, Executive Director

5

28/99
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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Special Meeting
Wednesday, April 28, 1999 at 5:30 P.M.
Donaldina Cameron House
920 Sacramento Street (between Powell & Stockton)
San Francisco, California 94108

American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to Leatrice Miyashiro at (415) 252-2570. Accessible parking available at the Portsmouth Square Parking Garage, entrance on Kearny, the parking lot on Kearny Street and metered parking spaces adjacent to the building. Accessible BART station is the Montogmery Station on Market and between Kearny and Sansome Streets. Accessible MUNI Metro station is the Montgomery Station and Accessible MUNI lines are #1 and 30. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Patricia Chang
Vice President Ximena Delgado
Commissioner Dorka Keehn
Commissioner Carolene Marks
Commissioner Juanita Miles
Commissioner Emily Murase
Commissioner Regina Phelps

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - March 24, 1999 Regular Meeting
4. PRESIDENT'S REPORT
5. STAFF REPORT
   - Budget
   - Reproductive Health Legislation
   - COSW will be honored by W.O.M.A.N. Inc. on May 25, 1999

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6. NEW BUSINESS

- COSW's Violence Against Women grant program evaluation
- Discussion and possible action on "Living Wage" related matters
- Grantee Presentation:
  - Asian Perinatal Advocates
  - Asian Women's Shelter
  - Chinatown Youth Center
  - Donaldina Cameron House
  - Nihonmachi Legal Outreach
- Presentation by May Tam of Alliance Against Asian Domestic Violence
- Women's Health Issues and Commission's future work
- Dioxin
- Discussion and possible action on Pregnancy Coverage Issues
- To sponsor "How To Get Appointed to a Public Office" hosted by the California Coalition for Women

ACTION: To approve sponsoring "How To Get Appointed to a Public Office"

7. OLD BUSINESS

8. REPORTS

- CEDAW
- Women Who Make A Difference

9. PUBLIC COMMENT
10. ANNOUNCEMENTS
11. ADJOURNMENT

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MINUTES
April 28, 1999
Chinatown Community Meeting

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:35 p.m.

MEMBERS PRESENT	STAFF PRESENT	EXCUSED
President Chang	Sonia Melara	Vice President Delgado
Commissioner Keehn	Rosario Navarrette	Commissioner Phelps
Commissioner Marks	Ann Lehman	
Commissioner Miles	Melyssa Jo Kelly	
Commissioner Murase	Latika Malkani	
	Esther Velonza	
	Leatrice Miyashiro	

President Chang thanked Reverend Harry Chuck for allowing the commission to hold their meeting at Donaldina Cameron House. He gave a brief history of Cameron House and welcomed everyone. Commissioner Marks thanked him for the work that he has done at Donaldina Cameron House.

2. ADOPTION OF AGENDA

m/s/c (Marks/Miles) to adopt the agenda with the following change: Move report on Women Who Make A Difference to follow Living Wage item on agenda.

3. ADOPTION OF MINUTES

m/s/c (Murase/Miles) to adopt the minutes.

4. PRESIDENT'S REPORT

President Chang reported that the Mayor's Women's Summit went very well with 6000 attendees. She received positive feedback regarding the number of young women attending the Summit.

5. STAFF REPORT

Sonia gave some highlights of her staff report:

- Take Your Daughter to Work Day was very successful with Ann Lehman coordinating the entire day for 25 girls. She is to be commended along with other commissioners who participated.

- Staff is working on the COSW budget with the Mayor's office.

- Ms. Melara attended the Women in Action Lobby Day in Sacramento.

President Chang announced that the Center for Gender Equity will be honoring Rebecca Rolfe and Sonia Melara on May 26, 1999.

W.O.M.A.N. Inc. will honor the Commission on May 25, 1999.

6. NEW BUSINESS

COSW's Violence Against Women Grant Program Evaluation

As requested by Commissioner Marks, Melyssa Jo Kelly gave a presentation about COSW's Violence Against Women Grant Program evaluation process.

Melyssa Jo Kelly stated that she had provided a written memorandum about the evaluation process to the commissioners for their review. She indicated that she has worked with the grantees on the development of performance measures for Fiscal Year 99-00. The next step in the evaluation process is the development of "best practices" for Violence Against Women service area.

Beckie Masaki of Asian Women's Shelter stated that domestic violence funders are requesting agencies to do program evaluations. She encouraged COSW to work with other funders to standardize reporting.

Discussion and Possible Action on Living Wage related matters

Ann Lehman gave a summary of her report on living wage that was distributed to the commissioners. She distributed a handout outlining the categories that would be affected by a living wage ordinance: 1.) City and County contracts, 2) City and County Financial Aid Recipients and 3) City and County Propriety Leases.

m/s/c (Keehn/Miles) to request Ann Lehman to follow up on issue of living wage and ask Living Wage Task Force to include an analysis of gender, race and laws affecting non-profits in their economic analysis study.

Women Who Make A Difference

Ann Lehman announced that there were 25 nominations received but only two for businesses. She requested commissioners submit nominations for businesses.

Grantee Presentations:

1. Chinatown Youth Center

Peer educators from the Chinatown Youth Center did a presentation on stage about domestic violence in a family. They distributed a booklet of poems and resource information.

2. Asian Women's Shelter

Beckie Masaki gave an update and summary of Asian Women's Shelter (AWS). She stated that there is a rise in awareness in the Asian community about domestic violence. Asian Women's Shelter is the only domestic violence shelter in the county that offers non-English speaking services to the Asian community. Their major problem is turning away people because of limited space. Presently, there is bedspace for 16. Part of their strategic plan is to combat this problem. Some of the work they are focusing on are community education and outreach and queer asian women's services. AWS has started an East Bay domestic violence group for Asians because of the severe lack of service in that area. Nationally, they will be attending the first meeting on Asian Institute on Domestic Violence in August in Chicago.

Ms. Masaki thanked the Commission and especially Melyssa Jo Kelly and Rosario Navarrette for their presentation to the group of visiting Chinese women. She also thanked Commissioner Marks and Murase for hosting a dinner for the group.

NOTE: Commissioner Keehn leaves at 5:43P.M.

3. Asian Perinatal Advocates

Mai Quon Ho of Asian Perinatal Advocates (APA) reported that their agency serves Asian women with children from childbirth and up to 5 years in age. Two components of their program funded by COSW is to provide services to 30 Asian and Pacific Islanders and to do education and outreach to four Asian communities which are Samoan, Cambodian, Laotian and Filipino.

4. Donaldina Cameron House

Tina Shum of Donaldina Cameron House reported that their program has five support groups including the Newcomers, Chinese and Vietnamese women and Job Readiness support groups. Part of the community education program is a Family Day which is a one day seminar for the Cantonese speaking community. Recently, the staff has taken

training to offer counseling to people with a gambling problem. Donaldina Cameron House will be moving to a Grant Ave. location while their old building is being renovated. She thanked the commission for it's support.

5. Nihonmachi Legal Outreach

Judy Louie of Nihonmachi Legal Outreach stated that their lawyers serve low-income Asian Pacific Islander women for legal advice and representation for cases that focus on domestic violence, child support, immigration problems, elder abuse, powers of attorney, wills, trusts and sexual harassment. They also serve Asian and Pacific Islander youth from ages 13-20.

Presentation by May Tam of Alliance Against Asian Domestic Violence

May Tam reported that the Alliance Against Asian Domestic Violence is a coalition of 18 community agencies. She stated that domestic violence is a diffficult issue in the Asian community because of cultural factors. Their strategy for outreach started with media campaigns that included: creating posters that were distributed to the community and displayed on MUNI buses, producing public service announcements, printing domestic violence hotline phone numbers on plastic grocery bags and distributing them to the Chinatown, Sunset, Richmond and Mission districts. They are presently working on a resource booklet in different languages to advise clients of their rights.

Women's Health Issues and Commission's Future Work

Sonia Melara stated that Commissioner Marks had requested this agenda item at the previous commission meeting. Commissioner Marks stated that she had met with Dr. Katz of the Department of Public Health to explore ways that the commission can work with them about women's health. Ms. Melara stated that she had met with Kate Monico Klein of the Department of Public Health and she informed her that there is a health advisory committee that a COSW commissioner can join.

Dioxin

Commissioner Marks reported that the Board of Supervisors has passed a resolution about dioxin and products that release dioxin. Commissioner Keehn and Commissioner Marks have been working with Francesca Vietor of the Environment Commission on this issue. Dioxin contributes to the development of breast cancer. Commissioner Marks will bring the Board of Supervisor's resolution to the next commission meeting.

Discussion and Possible Action on Pregnancy Coverage Issues

Sonia Melara stated that Supervisor Ammiano wants to introduce legislation to provide extended maternity coverage for city workers. The Commission has been asked to present their views to the budget committee to support this issue. Ms. Melara asked the commissioners for their opinion. She stated that as an advocate of women's issues, she

advised the commission to support this concept but to wait until an actual legislation is proposed.

To sponsor "How To Get Appointed to a Public Office" hosted by the California Coalition for Women

Sonia Melara stated that the one day workshop "How To Get Appointed to a Public Office" will be held on June 19, 1999. (A flyer was distributed.) She noted that appointing women of color to higher positions in the state is very slow.

m/s/c (Marks/Murase) to approve co-sponsoring "How To Get Appointed to a Public Office" hosted by the California Coalition for Women.

7. REPORTS

CEDAW

Latika Malkani gave a timeline for the rest of the gender analysis process. Step One is when consultants develop guidelines. Step Two is when consultants implement the guidelines. They are presently working on writing the guidelines. A final report is expected in mid July.

8. PUBLIC COMMENT

Ann Lehman reported that the youth group SLASH has been working on a sexual harassment resolution that will be presented to the Board of Supervisors. She also suggested everyone support AB212 California C.A.R.E.S (Compensation and Recognition Encourages Stability) about child care workers.

10. ANNOUNCEMENTS

Commissioner Marks stated that she was available to help the commission in anything needed.

Commissioner Miles stated that she would like to join the Dioxin issue with Commissioner Keehn and Marks because of her personal interest in the BayView Hunters Point area.

9. ADJOURNMENT

The meeting was adjourned at 7:40 p.m.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Wednesday, May 26, 1999 at 5:00 P.M.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 408
San Francisco, California 94102

American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to Leatrice Miyashiro at (415) 252-2570. Accessible parking available at the Civic Center Parking Garage, the parking lot on McAllister between Larkin and Polk and metered parking spaces adjacent to the building. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Patricia Chang
Vice President Ximena Delgado
Commissioner Dorka Keehn
Commissioner Carolene Marks
Commissioner Juanita Miles
Commissioner Emily Murase
Commissioner Regina Phelps

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - April 28, 1999 Special Community Meeting
4. PRESIDENT'S REPORT
5. STAFF REPORT
   - Budget Progress Report

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6. NEW BUSINESS

- Presentation of Recognition to Commission by the Baha'i Faith Community

- Grantee Presentation: San Francisco Women Against Rape

- To Review with Possible Action: follow-up San Francisco Unified School District's resolution on Sexual Harassment Policy #94-27A 10, Improving the Curriculum about Sexual Harassment

- International Museum of Women

ACTION: To become a supporter of the International Museum of Women

7. OLD BUSINESS
   - Dioxin Report
   - Update on Living Wage

8. REPORTS

   - Task Force on the Sexual Assault of Girls and Young Women
   - CEDAW

9. PUBLIC COMMENT
10. ANNOUNCEMENTS
11. PUBLIC COMMENT (on all matters pertaining to the closed session)

12. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957

    and SAN FRANCISCO ADMINISTRATIVE CODE SECTION 67.10 (b)

    PUBLIC EMPLOYEE EVALUATION: Executive Director Sonia Melara

13. ADJOURNMENT

Know Your Rights Under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

MINUTES
Regular Meeting May 26, 1999
City Hall Rm #408, San Francisco

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:12p.m.

MEMBERS PRESENT	STAFF PRESENT		EXCUSED
President Chang	Sonia Melara	Latika Malkani	Commissioner Murase
Commissioner Keehn	Rosario Navarrette	Esther Velonza	Commissioner Phelps
Commissioner Marks	Ann Lehman	Leatrice Miyashiro	
Commissioner Miles	Melyssa Jo Kelly		

Vice President Delgado (Arrives @ 5:20p.m.)

2. ADOPTION OF AGENDA

- Sonia clarified the procedures for "Closed Session"

☐ **m/s/c (Miles/Keehn) to adopt the agenda with the following change: For the Sexual Harassment presentation on the San Francisco Unified School District-speaker running late, move Ann Lehman's Update on Living Wage under OLD BUSINESS.**

3. ADOPTION OF MINUTES

☐ **m/s/c (Miles/Delgado) to adopt the minutes of April 28, 1999 Special Community Meeting at Donaldina Cameron House with the following correction: Under the Dioxin item - Francesca Vietor of the Environment "Department" not "Commission".**

4. PRESIDENT'S REPORT

President Chang:

- Reported that the Mayor announced at a breakfast for Women's Summit organizers that Women's Summit Chair next year will be our past Commission President Caryl Ito.
- Informed the Commission that:
  1.) The SF Women's Need Center and Lyon-Martin are having financial difficulties and expressed the need for COSW to become involved in matters related to Women's Health Services.
  2.) National Lawyers Guild have contacted certain community organizations asking them to sign on to a letter to District Attorney Terrance Hallinan or to be present at a meeting Fri. May 29, 1999 asking him not to ask for the death penalty for the cab driver who allegedly murdered a woman passenger.

- Announced Sonia Melara will be receiving an award from the University of California San Francisco Center for Gender Equity May 26, 1999 (tonight) and on May 25, 1999 (last night) the Commission received an award from W.O.M.A.N., Inc.

5. **STAFF REPORT**

Sonia Melara gave highlights of her staff report:

- **Budget Progress Report**

  COSW is scheduled to appear before the Board of Supervisor's Budget Committee at a hearing on June 17 at 1:00pm City Hall. Commissioners will be notified of the exact room and time.

- Commissioner Marks had mentioned to Sonia that a newspaper article stated that the Commission supported Supervisor Ammiano's Pregnancy/Parental Leave proposal. She clarified that the Commission testified at a Board of Supervisors Budget Committee hearing in support of the **concept**, not the **ordinance** since no ordinance exists at this time.

- Update on COSW's involvement with the Police Department's issue on the police officer who was reinstated after he pled guilty to stalking his girlfriend. COSW met with Chief Lau and are planning to meet with District Attorney Terrence Hallinan to look at the complete picture of what happens when a police officer is reprimanded in domestic violence cases, what could happen in the future and what type of policies are needed to prevent this from happening in the future. The California Commission on Peace Officers Standard and Training (POST), sets the policy for dealing with police officers who commit crimes. Therefore, the Department is required to follow those standards set at State and Federal level, which is beyond the department's control.

6. **New Business**

- **Presentation of Recognition to Commission by the Baha'i Faith Community**

- Mr. Brady: SF Baha'i thanked COSW on their historic action in helping women achieve equality and abolishing prejudice of all kinds. In recognition of the 1st Anniversary of the implementation of the Convention on the Elimination of all forms of Discrimination Against Women ordinance, presented the Commission with a letter of appreciation from the Spiritual Assembly of the Baha'i of San Francisco and a copy of a statement prepared by the National Spiritual Assembly of the Bahai's of the USA.

- SF Baha'i community has a deep commitment to abolishing prejudice of all kinds. The faith emphasis is on equality of women and men. They continue to work to eliminate all forms of prejudice.

- Concluded with Artistic Presentation by Quddus Sinclair.

- **Grantee Presentation: San Francisco Women Against Rape (SFWAR)**

  Presentation by Chris Lymbertos, Associate Director of Programs & Alma Alfie, Legal Advocate.

The organization started with three women providing services for victims of sexual assault and has grown to a staff of 13. Five major service areas are: Medical/Legal Services, Adult Prevention Education, Youth Services Advocacy, Crisis Line and Counseling. All services are multi-lingual – 11different priority languages.

Annual services include:
2500-3000 Crisis Line calls, 850 new clients receive intervention services, 70 women receive counseling, ceiling program who come through the Crisis Line or other referrals. 400 women take self defense classes in Adult Prevention Education Program. Self Defense classes provided in the homeless shelters, at the needle exchange program, for women with developmental/physical disabilities (in many languages). They provide outreach through tabling at community events and distribute over 5000 reading materials in many languages.

President Chang pointed out that they are an instrumental part of the Commission's Adult Sexual Assault Task Force.

- **To Review with Possible Action: follow-up San Francisco Unified School District resolution on Sexual Harassment Policy #94-27A 10, Improving the Curriculum about Sexual Harassment**
  (Ann Lehman introduced Jamie Lee Evans (from SFWAR) who made the presentation on our behalf in front of the Board of Education (Board). Ms. Evans teaches sexual harassment/sexual assault prevention education in the schools).

  Ms. Evans reported that the resolution was passed unanimously and several of the Board members wanted their names signed on to it. The Board was pleased COSW was involved and commended the group - Student Leaders Against Sexual Harrassment (SLASH).

  Ann Lehman added as a follow-up, that there have been meetings attended by members collaborative project (headed by Equal Rights Advocates) beginning to implement this program. There are indications there may be funds available for implementation.

  President Chang thanked Ms. Evans for representing the Commission.

  m/s/c (Delgado/Kheen) To support the resolution and sending the drafted letter to Juanita Owens with an amendment to suggest monies be allocated for a coordinator to assist with implementation.

- **International Museum of Women**
  Sonia Melara provided background information that this was the planning stages of establishing an International Museum in San Francisco for women. They have requested a letter of support so that they can submit it with any requests for funding.

  President Chang excused herself from the vote on this issue since she is a member of the Board. Discussion was then lead by Commissioner Delgado.

Sonia Melara further clarified that their asking of "support" is just a letter of support, stating that we support their concept and wish them well. There is no money commitment of any kind or resources in writing the letter of support.

m/s/c (Marks/Keehn) to support the concept of the International Museum of Women. President Chang abstained from voting.

7. **OLD BUSINESS**
   - **Dioxin Report**
     Commissioner Keehn reported she is continuing to follow this issue and the work being done on the State and Federal level and will keep the Commission informed.

   - **Update on Living Wages**
     As directed by the Commission Ann Lehman, Policy Analyst attended a Living Wage Task Force meeting. She asked to have included in their economic study a gender and race analysis, and an analysis of the potential impact on non-profits, which they agreed to do.

     Reported on the proposed living wage ordinance issued a few days after the last meeting by Supervisor Ammiano highlighting who is covered and who is not covered.

     Commissioners were encouraged to review materials for further discussion and action.

8. **REPORTS**
   Due to time constraints, the following reports were not presented:
   - No CEDAW Task Force report
   - No Task Force on the Sexual Assault of Girls and Young Women report.

9. **PUBLIC COMMENTS**
   - No Public Comment

10. **ANNOUNCEMENTS**
    - Commissioner Marks inquired if the Commission was taking part in the upcoming NWPC conference. Ms. Melara reported the Commission would be taking part but she was still waiting for more information.

    - Commissioner Miles reported that she has been talking to homeless women and they have indicated that they have applied to shelters and a large percentage say they will not stay in a shelter because they have been assaulted sexually. Wanted to ask the COSW to do a report on this if there is no existing report, as a matter of record.

    - Sonia Melara introduced intern Jennifer Friedman from Smith College.

- Commissioner Keehn announced vacancies on Treasure Island Citizen's Advisory Committee and if anyone is interested, call Talene in the Mayor's Office. They are looking to form a Citizen Commission.

11. PUBLIC COMMENT ON ALL MATTERS PERTAINING TO THE CLOSED SESSION

No Public Comment

12. CLOSED SESSION

6:20pm Entered into closed session

6:32pm Re-entered into Open Session

m/s/c (Delgado/Keehn) to disclose discussion which took place during closed session.

Purpose of closed session was to discuss Employee Evaluation of Executive Director Sonia Melara. The Commissioners have rated Ms. Melara's performance as Executive Director as excellent, having satisfactorily accomplished all goals as stated in her work plan and more.

13. ADJOURNMENT

Meeting adjourned at 6:35pm

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

3/99

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Wednesday, June 23, 1999 at 5:00 P.M.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 408
San Francisco, California 94102

American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to Leatrice Miyashiro at (415) 252-2570. Accessible parking available at the Civic Center Parking Garage, the parking lot on McAllister between Larkin and Polk and metered parking spaces adjacent to the building. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Patricia Chang
Vice President Ximena Delgado
Commissioner Dorka Keehn
Commissioner Carolene Marks
Commissioner Juanita Miles
Commissioner Emily Murase
Commissioner Regina Phelps

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - May 26, 1999 Regular Meeting
4. PRESIDENT'S REPORT
5. STAFF REPORT
   - Budget Report
   - NWPC Conference
   - Women Who Make a Difference

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6. NEW BUSINESS

7. OLD BUSINESS

- Update on San Francisco Unified School District's resolution on Sexual Harassment Policy #94-27A 10, Improving the Curriculum about Sexual Harassment

- Update with Possible Action: Proposed Living Wage Ordinance

8. REPORTS
   - CEDAW
   - Task Force on the Sexual Assault of Girls and Young Women

9. PUBLIC COMMENT
10. ANNOUNCEMENTS
11. ADJOURNMENT

Know Your Rights Under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

NOTICE

QUORUM WAS NOT MET.

THERE WAS NO COMMISSION MEETING ON

JUNE 23, 1999.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

Join the Commission on the Status of Women
for a

Meeting in your Community

Wednesday, July 28, 1999
5:30-7:00 P.M.

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Western Addition Branch Library
1550 Scott Street
San Francisco, CA 94115
(Between Geary & Post on border of Scott)

For additional information or to be placed on the agenda, call the San Francisco Commission on the Status of Women at 252-2570

The mission of the San Francisco Commission on the Status of Women "is to foster the socioeconomic, political and educational advancement of women and girls throughout San Francisco; to insure equal and adequate treatment and services to women and girls by public agencies and the private sector; and to assist City and County government by developing and implementing policies, legislation and programs which address the need of all women and girls. The Commission's highest priorities are addressing economic barriers in employment and business, and violence against women. The department particularly emphasizes programs for women and girls whose needs have not been fully met, such as low income women and women of color."

The above meeting facility is accessible for persons with disabilities. Reasonable accommodations can be made to facilitate the participation of disabled individuals upon request with 48 hours advance notice to Esther Velonza at (415) 252-2570 (Voice) or 252-2550 (TDD)

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Special Meeting
Wednesday, July 28, 1999 at 5:30 P.M.
Western Addition Branch Library
1550 Scott Street San Francisco, CA 94115

American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to Esther Velonza at (415) 252-2570. Street parking available adjacent to the building. Accessible MUNI Lines are the 1, 2, 4, 22, 24, 38, and 38L lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

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President Patricia Chang
Vice President Ximena Delgado
Commissioner Dorka Keehn
Commissioner Carolene Marks
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Commissioner Regina Phelps

** *Public Comment will be heard during each agenda item.*

1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
   - May 26, 1999 Regular Meeting
4. PRESIDENT'S REPORT
5. STAFF REPORT
   - Budget Progress Report
   - NWPC Conference
   - Women Who Make a Difference Awards
   - National Association of Commissions for Women Convention

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6. NEW BUSINESS

- Presentation by the Department of Elections for recruiting poll workers
- Women of Courage
  ACTION: To become a supporter of Women of Courage, television pilot

7. OLD BUSINESS

- Update on San Francisco Unified School District's resolution on Sexual Harassment Policy #94-27A 10, Improving the Curriculum about Sexual Harassment

- Update with Possible Action: Proposed Living Wage Ordinance
  Speakers available from Living Wage Coalition and SF Chamber of Commerce

8. REPORTS

- CEDAW

9. PUBLIC COMMENT

10. ANNOUNCEMENTS

11. ADJOURNMENT

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

MINUTES
Regular Meeting, Wednesday July 28, 1999
Western Addition Branch Library, San Francisco

1. CALL TO ORDER/ROLL CALL
Meeting was called to order at 5:40pm by Commissioner Murase who chaired the meeting in the interim until the arrival of President Chang at 5:50pm**.

Commissioners Present:	Staff Present:	Excused:
President Patricia Chang**	Sonia Melara	Commissioner Ximena Delgado
Commissioner Dorka Keehn	Esther Velonza	Commissioner Juanita Miles
Commissioner Carolene Marks	Rosario Navarrette	Commissioner Regina Phelps
Commissioner Emily Murase	Ann Lehman	
	Melyssa Jo Kelly	
	Latika Malkani	

2. ADOPTION OF AGENDA
- **m/s/c (Marks/Murase) to adopt the agenda as submitted.**

3. ADOPTION OF MINUTES
- **m/s/c (Murase/Keehn) to adopt the minutes of the Regular Meeting held May 26, 1999 at City Hall.**

4. PRESIDENT'S REPORT
President Chang announced the following:
- In August there will be appointments for the officers' position of President and Vice President.
- Although not yet formally appointed by the Mayor, after seven years President Chang will be moving on to the serve on the Environmental Commission.
- Due to the expiration of Commissioner Phelps' four year term, there will be two (2) positions open on the Commission. Individuals interested in applying for a position should submit their resume to our office or directly to the Mayor's office.

5. STAFF REPORT
Sonia Melara, Executive Director reported the following:
- **Budget Progress Report**
  Budget not finalized yet. Overall budget looks very good and almost everything requested was received. Will present complete Budget Report at August meeting.

- **National Women's Political Caucus (NWPC) CONFERENCE**
  Attended Conference and Commission participated by providing resources and doing some outreach in the community.

- **Women Who Make a Difference Awards**
  Announced that Award were taking place (tomorrow) Thursday July 28, 1999.

- **National Association of Commissions for Women (NACW) Convention**
  Announced Convention is taking place on July 5, 2000 at the Argent Hotel and SF Commission will be the host Commission. First planning meeting of the Executive Committee was (yesterday) Tuesday July 27, 1999. Attended the NACW Convention in Boston.

  President Chang reported on the Executive Committee meeting. Clarified that the Executive Committee is our Fundraising Committee. Each Committee member is being asked to identify five (5) sponsors at the $5,000 - $25,000 level. Goal is to raise $250,000. All of the Commissioners are officially a part of the Executive Committee. President Chang will continue to Co-Chair this event with Commissioner Delgado.

6. NEW BUSINESS

- **Presentation by the Department of Elections**
  Presentation will be made at the August Meeting.

- **Women of Courage**
  Ms. Melara presented this item on behalf of Commissioner Miles. Commissioner Miles is recommending that the Commission write a letter of recommendation stating that it is a great project, encouraging them to continue what they are doing, and to contact us if they need any help. Ms. Melara noted that there is no cost attached to the endorsement of this project.

  ACTION: Tabled for action at the August meeting when Commissioner Miles could be present.

7. OLD BUSINESS

- **Update on San Francisco Unified School District's (Board) resolution on Sexual Harassment Policy #94-27A 10**
  Ann Lehman, Policy Analyst reported the following:
  Follow-up letter was sent as directed by the Commission, requesting they fund a position to coordinate the implementation of the Sexual Harassment program in the school's education program. They did not follow our recommendation and the issue has been delegated to the Health Department. Apparently, a committee has been formed to implement the program, but that has not been confirmed by the Health Department. A follow-up letter has been sent to the Board, to the Health Department, and to the Linda Davis, Acting Superintendent expressing our concern but also expressing our continued interest in working with the committee on the implementation.

  Sonia Melara added, that Linda Davis is very open to having dialogue with us and having the Commission involved in the committee implementing the resolution.

  President Chang reported per her conversation with Linda Davis on Sexual Harassment. She indicated that if we did not hear from Patricia Bascom in the next week or so,we should call Ms. Bascom and remind her of the request made by Linda Davis and the Board, to include COSW in helping them set up Sexual Harassment Policies.

❑ Update on Proposed Living Wage Ordinance

Ann Lehman, Policy Analyst submitted written report and presented a summary:

- Nonprofits have had differing opinions on this issue, some supportive, some opposed.
- Most vocal opposition is from the Restaurant Associations.
- Commissioner Keehn thanked Ms. Lehman for the job she has done and the information she has provided on such a complicated issue.
- Commissioner Marks expressed her concerns on the health provisions and would like to see more emphasis on these provisions.

PUBLIC COMMENT IN SUPPORT OF LIVING WAGE:

Mary Louise Lovett speaking on behalf of the Democratic Women's Forum

Emphasized the feminine aspect of those who are being paid inadequate wages, noting Home Care Givers as an example.

Ethel Richardson, member of the In-Home Supportive Services (IHSS) Task Force

Noted that most of the IHSS workers are women of color and recent immigrants between the ages of 40 and 60. The recipients of these services are also mostly women. In general, IHSS workers feel like they have been put on the back burner and disrespected. Their focus is to raise awareness about the importance and need of the services they provide to the elderly.

Taffetta Lassen, part time Home Health Care worker and part time employee for IBM

Home Health Care is what she feels is more important, but must work a second job because of the low wages received. Emphasized that it is important that we continue to have an established work force for these critically necessary services.

Bruce Allison, HomeCare Worker

Women he works with do not make enough for a home and he has to help them find shelter. These women work a hard eight (8) hour day and they do not make enough to take care of themselves or their children.

Ken Jacobs, SF Living Wage Task Force.

Enacting a living wage is good for contracts because it puts everyone on a level playing field. On the question of where the money is coming from - a study from Berkeley shows $32 million to be the cost, half of which goes to support service workers. The plan is to look to the General Fund for the money, and suggest that this be a priority.

PUBLIC COMMENT OPPOSING LIVING WAGE

- Jim Mathias, Public Affairs Manager for the SF Chamber of Commerce

  Chamber has not taken a position on the living wage. Their concern is the unintended effects of the Living Wage. They do not argue that IHSS workers should make more than they are getting. Their main question is where is this money going to come from?

Commissioner Keehn expressed she did not feel the Commission was ready to take a position without having the final legislation. Ms. Lehman noted that the City's Economic

Study is due Labor Day and no later than Sept. 15th. The Task Force has been told that they will have five (5) weeks to review the results of the study and to give their recommendation. The Board of Supervisors may or may not agree with their recommendations.

- **m/s/c (Keehn/Murase) to support the <u>concept</u> of a Living Wage, since proposed ordinance has not been adopted.**

Ms. Melara stated she would follow-up with a letter to the Mayor and the Board of Supervisors letting them know the Commission has voted, and request that the Task Force look into those issues discussed which are still in question. We need to insure that it will not hurt the non-profits. Commissioner Murase added that we also want to emphasize the importance of issues brought forth by Home Healthcare Workers.

8. REPORTS

- **CEDAW**

Latika Malkani, Policy Analyst reported as follow

- The Juvenile Department and Department of Public Works have responded to the Guidelines the Task Force presented to them.
- The consultants, SAGE (Strategic Analysis on Gender Equity), reviewed the responses and presented a draft report to the CEDAW Task Force. The Task Force is continuing to review the report and have expressed concerns about the structure of the report and having it be a useable document.
- SAGE will continue working for us for one more week and then their contract will be completed. The Task Force will continue working internally on the report.
- Task Force hopes to have a report ready by COSW's September meeting after which the Task Force is considering having a public hearing for public comment about the report and recommendations. The report will then be presented to the Board of Supervisors.
- Latika emphasized receiving positive feedback from the departments.

President Chang commended Latika and Ann for their work. The report submitted by SAGE requires a lot of work and the CEDAW Task Force has put in many hours given the limited time SAGE will be working with us.

9. PUBLIC COMMENT

None

10. ANNOUNCEMENTS

None

11. ADJOURNMENT

Meeting adjourned at 7:05pm

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
SPECIAL MEETING
MONDAY AUGUST 16, 1999 AT 5:00 P.M.
25 VAN NESS AVE. RM. #130
San Francisco, California 94102

American Sign Language interpreters and a Sound Amplification System provided upon request with 48 hour advance notice to Esther Velonza at (415) 252-2570. Accessible parking available at the Civic Center Plaza Garage, the private lot adjacent to the building, and metered parking spaces adjacent to the building, on Oak Street or Hickory. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro Station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI lines are the 6, 7, 42, 49, and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2560 (TDD).

AGENDA

Roster:

President Patricia Chang
Vice President Ximena Delgado
Commissioner Dorka Keehn
Commissioner Carolene Marks
Commissioner Juanita Miles
Commissioner Emily Murase
Commissioner Regina Phelps

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1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. NEW BUSINESS
   - Election of Officers
4. PUBLIC COMMENT
5. ADJOURNMENT

Know Your Rights Under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the Ordinance, contact the Sunshine Ordinance Task Force at 554-4851. Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (SF Admin Code 16.520 - 16.534) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 1390 Market Street #701, San Francisco, CA 94102, telephone (415) 554-9510, fax (415)703-0121 and web site http://www.ci.sf.ca.us/ethics/.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

MINUTES
SPECIAL MEETING
Monday, August 16, 1999
San Francisco, California

1. **CALL TO ORDER/ROLL CALL**
   Meeting called to order at 5:03pm by President Chang

Commissioners Present:	**Staff Present:**	**Excused:**
President Patricia Chang**	Sonia Melara	Commissioner Regina Phelps
Vice President Ximena Delgado	Esther Velonza	
Commissioner Dorka Keehn		
Commissioner Juanita Miles		
Commissioner Carolene Marks		
Commissioner Emily Murase		

2. **ADOPTION OF AGENDA**
   - **m/s/c (Miles/Marks) to adopt the agenda as submitted.**

3. **NEW BUSINESS**
   - **Election of Officers**
     President Chang opened the nominations for President.

     - Commissioner Miles nominated Vice President Delgado for President. Commissioner Marks seconded. Vice President Delgado accepted the nomination.

       Vice President Delgado was given the floor to make a statement on what she would like to do as President for the next year. Her response was 1.) To strengthen our relationship with the Mayor 2.) To work on more partnerships with the private industry.

       Nomination was put to a vote, and Commissoner Delgado was unanimously elected President.

     Outgoing President Chang, continued to chair the meeting and proceeded with nominations for Vice President.

     - Commissioner Marks nominated Commissioner Miles, President Elect Delgado seconded. Commissioner Miles accepted the nomination.

     - Commissioner Murase nominated Commissioner Marks. Commissioner Marks, respectfully declined the nomination.

Commissioner Miles was given the floor to make a statement on what she would like to see in the Commission for the next year. Her response was: 1.) She felt we have done a good job since our last retreat and have strengthened our relationship with the Mayor. 2.) She still feels that people are still not aware of what the Commission does or its purpose in City Government, and would like to work on this.

Nomination was put to vote and Commissioner Miles was unanimously elected Vice President.

- There was discussion re: the criteria used for election of leadership positions and the specific roles of the President and Vice President. It was suggested that we urge the Mayor to appoint new commissioners who are experienced individuals, and can step into a leadership role. Commissioners would like to continue the discussion at a later date, possibly at the upcoming retreat on November 13, 1999.

- Outgoing Commissioner Chang was presented with a plaque in recognition of her service to the Commission.

4. **PUBLIC COMMENT**
None

5. **ADJOURNMENT**
Meeting was adjourned at 5:20pm.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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NOTICE OF CANCELLATION

COMMISSION ON THE STATUS OF WOMEN
Regular Meeting
Wednesday, August 25, 1999 at 5:00pm
City Hall, Room #408
San Francisco, CA

Items scheduled for discussion at this meeting will be placed on the agenda for:

COMMISSION ON THE STATUS OF WOMEN
Regular Meeting
Wednesday, September 22, 1999 at 5:00pm
City Hall, Room #408
San Francisco, CA

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

"Amended"

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Wednesday, September 22, 1999 at 5:00pm
City Hall, Room #408

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American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to Esther Velonza at (415) 252-2570. Accessible parking available at the Civic Center Parking Garage, the parking lot on McAllister between Larkin and Polk and metered parking spaces adjacent to the building. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

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Roster:

President Delgado
Vice President Miles
Commissioner Carolene Marks
Commissioner Dorka Keehn
Commissioner Emily Murase

** ***Public Comment will be heard during each agenda item*** **

1. **CALL TO ORDER/ROLL CALL**
2. **ADOPTION OF AGENDA**
3. **ADOPTION OF MINUTES**
   - July 28, 1999 Community Neighborhood Meeting at the Western Addition Public Library.
   - August 16, 1999 Special Meeting for Election of Officers held at COSW.
4. **PRESIDENT'S REPORT**
5. **STAFF REPORT**
   - Budget Process
   - Association of California Commission for Women Convention
6. **NEW BUSINESS**
   - Presentation by the Department of Elections for recruiting poll workers.
   - Presentation by the Bell Campaign – Organization of victims and other citizens supporting gun control.

7. OLD BUSINESS
   - Women of Courage
     ACTION: To become a supporter of Women of Courage, television pilot.
   - Homeless Women's Issue – Presentation by Jakkee Bryson
   - Update and possible ACTION on Parent Leave project proposed by Supervisor Ammiano.

8. REPORTS
   - CEDAW
     ACTION: To set a Special Meeting to be held on October 14, 1999, to hear CEDAW Task Force report on the Gender Analysis and approve report for submission to the Board of Supervisors.

9. PUBLIC COMMENT

10. ANNOUNCEMENTS

11. ADJOURNMENT

Know Your Rights Under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

MINUTES - (Revised)
REGULAR MEETING
Wednesday, September 22, 1999
City Hall, Room #408, San Francisco

1. **CALL TO ORDER/ROLL CALL**
   Meeting was called to order at 5:35pm by President Ximena Delgado.

Commissioners Present:	Staff Present:	Excused:
President Ximena Delgado	Sonia Melara	None
Vice President Juanita Miles	Esther Velonza	
Commissioner Dorka Keehn	Rosario Navarrette	
Commissioner Carolene Marks	Ann Lehman	
Commissioner Emily Murase	Latika Malkani	

2. **ADOPTION OF AGENDA**
   - **m/s/c (Marks/Miles) to adopt the agenda as submitted.**

3. **ADOPTION OF MINUTES**
   - **m/s/c (Murase/Marks) to adopt the minutes of the July 28, 1999 regular meeting with the following correction: Item #6 NEW BUSINESS under the Women of Courage revised to read: "ACTION: Postponed for action at the August meeting when Commissioner Miles could be present."**

   - **m/s/c (Marks/Miles) to adopt the minutes of the August 16, 1999, Special Meeting for Election of Officers.**

4. **PRESIDENT'S REPORT**
   No report given.

5. **STAFF REPORT**
   Sonia Melara, Executive Director submitted report and highlighted the following:
   - **Budget Process**
     Final figures of our budget include:
     - $100,000.00 as requested for the Violence Against Women Public Awareness Campaign.
     - $ 25,000.00 for the YWCA Mission Girls Program.
     - .25 of a FTE (Full Time Employee) for a Personnel Analyst position.

- Approximately $20,000 for a 2.5% COLA (Cost Of Living Adjustment) for the Violence Against Women programs.
- $80,000.00 allocated FY 98-99 for the Need Assessment was carried forward.
- $25,000.00 of Salary Savings from FY 98-99 was carried forward to fund consultants for the CEDAW work.

▶ Department's audit has been completed and a copy of the Controller's Report was distributed to the Commissioners. Ms. Melara encouraged the Commissioners to read the department's response to the audit and to call her if there were any questions.

▶ The Women's Action For New Directions Education Fund has asked the Commission to co-sponsor (in name only) a West Coast breakfast they will be hosting in October. (Detailed information submitted with staff report.) The primary purpose of this event is to discuss how federal priorities and federal spending decisions affect the lives of women. If anyone objects to the Commission co-sponsoring this event, they must contact Ms. Melara by 5:00pm on Friday, September 24.

▶ Request for Proposal (RFP) for the Public Awareness Campaign and the Needs Assessment have been issued.

▶ Ann Lehman, Policy Analyst, gave an update on the following:
San Francisco Unified School District's resolution on the Sexual Harassment Policy: There is a need for education due to the lack of understanding that sexual harassment is a part of the violence against women and girls continuum.
- The San Francisco Unified School District Board delegated this project to the Health Department (Healthy Start Program), and directed them to work with the Commission. However, they have not responded to any of our letters or phone calls. Since there was no funding given for this program, resources for implementing this policy is limited. They will however, be conducting one survey on teachers and principals and one survey on students - to find out the extent of their awareness of sexual harassment policies.

- Student Leaders Against Sexual Harassment (SLASH) will hold an all day conference put on by students, on October 20, 1999.

Proposed Living Wage issue:
Economic study by San Francisco State University (SFSU) Professor and the second part of the Berkeley study on the costs to leaseholders are both due to come out by next week (week of Oct. 1).

▶ In response to questions from President Delgado, Ms. Melara briefly explained:
- The general process for when Commissioners want staff to perform tasks pertaining to a specific issue (i.e. follow-up, give feedback, gather data, or generate a report).
- How tickets for various events become available.

- **Association of California Commissions for Women (ACCW) Convention**
  Ms. Melara reported that the ACCW Convention was very successful for the City of Los Angeles and that there was approximately 400 people in attendance.

6. **NEW BUSINESS**
   - **Presentation by the Department of Elections**
     - Expressed the need for poll workers on election day and the specific roles of poll workers. Asked the Commission for their assistance with outreach in recruiting volunteers and poll workers.

   - **Presentation by the Bell Campaign**
     - Kae McGuire and Eric Gorovitz gave a presentation and provided materials on their organization which is composed of victims and other citizens supporting gun control. Asked the Commission's help in spreading the word about the existence of the Bell Campaign and their website – www.bellcampaign.com. Ms. McGuire expressed her interest in learning more about the Commission. Ms. Melara noted the importance of this issue to our work in Violence Against Women and that she would like them to meet with COSW staff to discuss the connections between the two issues.

7. **OLD BUSINESS**
   - **Women of Courage**
     ACTION: To become a supporter of Women of Courage, television pilot.
     Presentation on Women of Courage and ACTION on this issue postponed for October meeting.

   - **Homeless Women's Issue – Presentation by Jakkee Bryson**
     Jakkee Bryson not in attendance to give presentation. Item was placed on the agenda at the request of Jakkee Bryson, and was originally scheduled to be heard at the August meeting that was cancelled.

   - **Update and possible ACTION on Parental Leave project proposed by Supervisor Ammiano**
     Presented by Ann Lehman. The Commission testified at the hearing Supervisor Ammiano had on this issue earlier this year in support of the concept of this "Maternal Leave" project, which would allow a paid leave option for the birth of a child. Supervisor Ammiano contacted our office and we will meet with him the week of October 4, 1999 to talk about a pilot project being done in a city department not yet determined (Fire Department has been mentioned). He is approaching us to find out what we support. This is an opportunity for the Commission to take some kind of action or give direction. Commission is to compile a list of issues of concern pertaining to this project for Supervisor Ammiano's consideration i.e., change "maternal leave" to "parental leave", allow grandparents to be eligible, allow the paid leave option for the **birth or adoption** of a child, etc. List of issues to be discussed with Supervisor Ammiano.

     m/s/c (Keehn/Marks) To support the concept of Supervisor Ammiano's Parental Leave project.

8. REPORTS

❑ **CEDAW (Convention on the Elimination of Discrimination Against Women) Task Force**
Presented by Commissioner Emily Murase, Chair of the CEDAW Task Force. Announced the completion of the Gender Analysis draft report of the Department of Public Works and the Juvenile Probation Department, commending Ann and Latika for the many hours worked in getting this draft report completed. Discussion draft is going to the two departments involved. A draft incorporating those department's comments will go to the Commissioners for review by October 8, 1999. After a discussion, it was determined that a special meeting on October 14, 1999 for the CEDAW Task Force to present the report, would not be possible, so it was agreed that October 14, 1999 would be the deadline for Commissioners to submit comments or proposed input to be incorporated into the report.

m/s/c (Murase/Miles) To authorize the staff to proceed with all of the input attained by October 14, 1999 on the final Gender Analysis report, scheduled to be presented to the Commission on October 28, 1999 and to the Board of Supervisors on November 1, 1999.

9. PUBLIC COMMENT

No public comment

10. ANNOUNCEMENTS

- Carolene Marks announced the Breast Cancer Awareness Conference she is hosting on Saturday October 16, 1999.
- Sonia Melara announced:
  - The Mayor's Great Sweep taking place on October 16, 1999.
  - November 10-14, 1999 will be a board meeting of the National Associations of Commissions for Women (NACW) in San Francisco and that she was interested in the Commission hosting a reception.
  - A reminder that Saturday November 13, 1999 was the Commission's Annual Retreat taking place at the De Young Museum at Golden Gate Park.

11. ADJOURNMENT

Meeting was adjourned at 6:10pm

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Wednesday, October 27, 1999 at 5:30pm
Good Samaritan Family Center
1274 Potrero Avenue
San Francisco, CA 94110

American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to Esther Velonza at (415) 252-2570. Accessible street parking adjacent to the building. Accessible BART station is the 24th St. Station on Mission Street. Accessible MUNI lines are the 9, the 33, and the 48. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Ximena Delgado
Vice President Juanita Miles
Commissioner Carolene Marks
Commissioner Dorka Keehn
Commissioner Emily Murase
Commissioner Valerie Tulier

** ***Public Comment will be heard after each agenda item*** **

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1. **CALL TO ORDER/ROLL CALL**
2. **ADOPTION OF AGENDA**
3. **ADOPTION OF MINUTES**
   - September 22, 1999 Regular Meeting
4. **PRESIDENT'S REPORT**
5. **STAFF REPORT**
   - NACW Board Meeting
   - COSW Annual Retreat
6. **NEW BUSINESS**
   - Grantee Presentations:
     - Arriba Juntos
     - Horizons Unlimited
     - Northern California Coalition for Immigrant Rights – Mujeres Unidas y Activas Advocacy Program
     - YWCA Mission Girls Services

7. **OLD BUSINESS**
   - **Women of Courage**
     Presentation by Jan St. John, Executive Producer
     ACTION: To endorse Women of Courage, a television pilot.

   - Update on the proposed Living Wage Ordinance and the San Francisco State University study.

8. **REPORTS**
   - **CEDAW**
     Presentation by the CEDAW Task Force
     ACTION: To adopt the CEDAW report for submission to the Mayor and the Board of Supervisors.

9. **PUBLIC COMMENT**

10. **ANNOUNCEMENTS**

11. **ADJOURNMENT**

Know Your Rights Under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

MINUTES
Regular Meeting
Wednesday, October 27, 1999
Good Samaritan Family Center, San Francisco

1. **CALL TO ORDER/ROLL CALL**
Meeting was called to order at 5:33pm by President Delgado. Commissioner Keehn arrived at 5:38.

Commissioners Present:	Staff Present:	Excused:
President Ximena Delgado	Sonia Melara	Commissioner Carolene Marks
Vice President Juanita Miles	Esther Velonza	
Commissioner Dorka Keehn	Ann Lehman	
Commissioner Emily Murase	Latika Malkani	
Commissioner Valerie Tulier		

2. **ADOPTION OF AGENDA**
❑ **m/s/c (Murase/Miles) To adopt agenda as submitted.**

3. **ADOPTION OF MINUTES**
❑ **m/s/c (Murase/Miles) To adopt the revised minutes of the September 22, 1999 Regular Meeting.**

4. **PRESIDENT'S REPORT**
President Delgado encouraged everyone to prepare for the upcoming annual retreat being held Saturday, November 13, 1999.

5. **STAFF REPORT**
Sonia Melara, Executive Director, submitted written report to Commissioners and highlighted the following:
- NACW Board Meeting being held here in San Francisco November 10-14. Friends of COSW to host an evening reception on November 11, 1999.
- COSW Annual Retreat – *(Provided information from last year's retreat with report)*
  - President Delgado requested an update on where we are based on last year's objectives. Ms. Melara promised to provide the Commission with this information prior to the retreat for their review.
- Ms. Melara also reported on the following:
  - Domestic Violence Awareness Month event, October 25, 1999 went well.
  - Public Awareness Campaign was unveiled at the press conference on Monday, October 25, 1999. The Mayor was appreciative of the award he received. In

addition to the Mayor, Supervisor Barbara Kauffman, Supervisor Mabel Teng, Supervisor Leslie Katz, and Supervisor Sue Bierman were present.

6. **NEW BUSINESS**
   - **Grantee Presentations:**
     Grantees presented highlights of the programs funded by COSW.
     - **Arriba Juntos** - Presentation by Cynthia Yannacone & Claudia Leon.
     - **Horizons Unlimited** - Presentation by Jennifer Reid – Young Women Arise Program and Marcella Logan - Females Against Violence Program
     - **Northern California Coalition for Immigrant Rights – Mujeres Unidas y Activas Advocacy Program** - Presentation by Maria Jimenez and Violeta Lopez.
     - **YWCA Mission Girls Services –** Massiel Gonzalez

7. **OLD BUSINESS**
   - **Women of Courage**
     Jan St. John, Executive Producer of television pilot Women of Courage, could not be present due to illness, but spoke directly with Sonia Melara prior to the meeting and expressed her desire to have COSW endorse the television pilot. Commissioner Miles stated that she attended the program and found it very powerful and expressed the importance of our support.

     - **m/s/c (Miles/Murase) To endorse the concept of Women of Courage, television pilot.**

   - **Update on the proposed Living Wage Ordinance and the San Francisco State University study.**
     Ann Lehman, Policy Analyst – Submitted a copy of the Executive Summary issued by the San Francisco Urban Institute, and presented a review.
     - Sonia Melara suggested, that the Commission get feedback from entities affected by this ordinance such as other City departments, the agencies we fund, other nonprofit agencies, and women owned businesses, to get a projected cost to implement a Living Wage Ordinance. These groups should be invited to present their position before the Commission.
     - Commissioners were asked to review the Executive Summary submitted and address any questions to Ms. Lehman. Commissioners requested information regarding the impact on nonprofit organizations, and other cities' experience with living wage ordinances.

8. **REPORTS**
   - **CEDAW - Presentation by the CEDAW Task Force**
     Commissioner Murase, Chairman of the CEDAW Task Force introduced:
     - Krishanti Dharmaraj, *Executive Director of Women's Institute for Leadership Development for Human Rights (WILD) and member of the CEDAW Task Force*, who presented a summary of the CEDAW report from a human rights perspective.

- Natalie Britton, *aide to Supervisor Barbara Kauffman*, gave a presentation highlighting Supervisor Kauffman's interest in CEDAW.

- Jim Horan, *from the Department of Public Works (DPW)*. Mr. Horan thanked the Commission for offering DPW the chance to be one of the pilot departments and for the opportunity to present a few observations about the process. He highlighted their experience with the Gender Analysis, lessons learned and recommendations for other departments in the future.

- Gwendolyn Tucker, *Assistant Chief from the Juvenile Probation Department*, highlighted her department's experience with the gender analysis, including how this process has allowed them to set up an agenda for future policy. She outlined other lessons learned and recommendations for future gender analysis.

- On behalf of COSW, President Delgado thanked DPW and the Juvenile Probation Department for all their time as well as everyone else who participated by taking part in the process and requested that COSW look closely at the feedback they provided.
- Commissioner Murase thanked Patti Chang, ex-commissioner and former chairman of the CEDAW Task Force, and COSW staff members Latika Malkani and Ann Lehman for their hard work.
- Ms. Melara announced that the report would be presented to the Board of Supervisors on November 8, 1999 at 3:00pm.

❑ **m/s/c (Murase/Miles): To adopt the report of the CEDAW Task Force.**

9. PUBLIC COMMENT

No public comment.

10. ANNOUNCEMENTS

No announcements.

11. ADJOURNMENT

Meeting was adjourned at 7:12pm.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

City and County of San Francisco
ANNUAL PLANNING MEETING
SATURDAY, NOVEMBER 9, 1999 AT 8:30 A.M.
M.H. de Young Museum
The California Room
Golden Gate Park, San Francisco CA

3/99

American Sign Language interpreters and a Sound Amplification System provided upon request with 48 hour advance notice to Esther Velonza at (415) 252-2570. Accessible parking lot located on the northside of the Museum. Also street parking available along John F. Kennedy Drive, Martin Luther King Jr. Drive, and around the Music Concourse. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Ximena Delgado
Vice President Juanita Miles
Commissioner Dorka Keehn
Commissioner Carolene Marks
Commissioner Emily Murase
Commissioner Valerie Tulier

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1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. NEW BUSINESS
   - Annual Planning Retreat
4. PUBLIC COMMENT
5. ADJOURNMENT

Know Your Rights Under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

City and County of San Francisco
ANNUAL PLANNING MEETING AGENDA (AMENDED)
SATURDAY, NOVEMBER 13, 1999 AT 8:30 A.M.
M.H. de Young Museum
The California Room
Golden Gate Park, San Francisco CA

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American Sign Language interpreters and a Sound Amplification System provided upon request with 48 hour advance notice to Esther Velonza at (415) 252-2570. Accessible parking lot located on the northside of the Museum. Also street parking available along John F. Kennedy Drive, Martin Luther King Jr. Drive, and around the Music Concourse. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2550 (TDD).

AGENDA

Roster:

President Ximena Delgado
Vice President Juanita Miles
Commissioner Dorka Keehn
Commissioner Carolene Marks
Commissioner Emily Murase
Commissioner Valerie Tulier

1. CALL TO ORDER/ROLL CALL
2. ADOPTION OF AGENDA
3. NEW BUSINESS
   - Annual Planning Retreat
4. PUBLIC COMMENT
5. ADJOURNMENT

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

MINUTES
ANNUAL RETREAT
Saturday, November 13, 1999
M.H. De Young Museum, San Francisco CA

1.) CALL TO ORDER/ROLL CALL
Meeting was called to order at 9:20am by President Ximena Delgado.

Commissioners Present:	**Staff Present:**
President Ximena Delgado	Sonia Melara
Vice President Juanita Miles	Esther Velonza
Commissioner Carolene Marks	Rosario Navarrette
Commissioner Dorka Keehn	Ann Lehman
Commissioner Emily Murase	Latika Malkani
Commissioner Valerie Tulier	

2.) ADOPTION OF AGENDA
- **m/s/c (Miles/Marks) To adopt the agenda giving flexible consideration to the time.**

3.) NEW BUSINESS
ANNUAL PLANNING RETREAT

- Presentation by Amy Ackerman, Attorney, City Attorneys Office, on the following: the role of the Commission, the role of the City Attorney, and public meeting laws.

  Distributed copies of City Charter and San Francisco Administrative Code sections applicable to Commissions and the Commission on the Status of Women.

  Distributed a copy of publication distributed by the City Attorney's Office: *AN OVERVIEW OF THE LAWS GOVERNING THE CONDUCT OF PUBLIC OFFICIALS.*

- **Review of progress report on Fiscal Year 1999-2000.**

- **Review of strategic plans for Fiscal Years 2000-2001, 2001-2002, and 2002-2003.**

- **List of recommendations to be incoporated to the three year strategic plan:**
  1. Work with the Board of Supervisors and the Mayor to increase COSW's budget.
     a) Request an increase of Commissioners $25.00 per meeting stipend.
     b) Research program staff reclassification and salary parity analysis.

2. Present specific issues at Commission meetings
   Suggested issues for consideraton: *(not listed in order of priority)*
   - Women with Disabilities
   - Various Gender Issues
   - Young Women
   - Juvenile Justice
   - Incarcerated Women
   - Health
   - Transgendered Women

3. Explore housing issues related to women, especially as it relates to homeless women.

4. Research contracting opportunities for women, through the development of a relationship with the Human Rights Commission and reviewing the existing process.

5. Adopt principles related to girls' rights.
   a) Ensure that girls are included in the development of these rights.
   b) Explore the idea of establishing a "Junior Women's Commission".

6. Explore women of color issues.

7. Strengthen relationship and increase support of the Friends of the COSW.
   a) Set up meeting with the Friends Board of Directors and designated Commissioners.

8. Expand promotion of COSW through various avenues such as:
   a) Expand outreach to the press in regards to COSW meeting notices.
   b) Further develop and improve existing media/press contact list.
   c) Develop web page with all pertinent COSW information and maintain updated data.
   d) Display Commissioners' photos in office and on web site.
   e) Use e-mail as means for distributing information to a wider audience.

OTHER RECOMMENDATIONS:

1. Increase Commissioners' participation.
   a) Provide developmental training to Commissioners.
   b) Set up training session by Amy Ackerman on resolutions. (January 2000 meeting)
   c) Executive Director to include upcoming events list with monthly Staff Report.
   d) Invite Commissioners when international visitors are scheduled to meet with COSW.

2. Take a broad look at the Violence Against Women (VAW) issue.

3. Consider revising agenda format and have Public Comment come before Old Business rather than after. This change is intended to encourage the public to come and speak at Commission meetings and not have to wait until the end of the meeting.

4. PUBLIC COMMENT

5. ADJOURNMENT
   Meeting was adjourned at 2:50pm

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

7/99
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* * NOTICE * *

MEETING ROOM CHANGE

COMMISSION ON THE STATUS OF WOMEN
Regular Meeting
Wednesday, November 17, 1999 at 5:00pm

HAS BEEN MOVED TO:

City Hall Room #263
San Francisco, CA

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City & County of San Francisco
Commission on the Status of Women
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Sonia Melara, Executive Director

7/99

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Wednesday, November 17, 1999 at 5:00 P.M.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 408
San Francisco, California 94102

American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to Leatrice Miyashiro at (415) 252-2570. Accessible parking available at the Civic Center Parking Garage, the parking lot on McAllister between Larkin and Polk and metered parking spaces adjacent to the building. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 252-2570 (Voice) or 252-2560 (TDD).

AGENDA

Roster:

President Ximna Delgado
Vice President Juanita Miles
Commissioner Dorka Keehn
Commissioner Carolene Marks
Commissioner Emily Murase
Commissioner Valerie Tulier

** ***Public Comment will be heard during each agenda item.***

1. **CALL TO ORDER/ROLL CALL**

2. **ADOPTION OF AGENDA**

3. **ADOPTION OF MINUTES**
   - **October 27, 1999, Regular Meeting**

4. **PRESIDENT'S REPORT**

5. **STAFF REPORT**
   - **NACW Board of Directors meeting.**

6. **NEW BUSINESS**
   - **Health Care for the Homeless Program**
     Presentation by Carolyn Ritchie, Medical Social Worker from the Tom Waddell Clinic (Dept. of Public Health)

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7. OLD BUSINESS
   - Update on San Francisco Unified School District's resolution on Sexual Harassment Policy #94-27A 10, Improving the Curriculum about Sexual Harassment.
   - Update and possible ACTION on the proposed Living Wage Ordinance.
   - Update on proposed Maternity Leave Ordinance.
8. REPORT
9. PUBLIC COMMENT
10. ANNOUNCEMENTS
11. ADJOURNMENT

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Sonia Melara, Executive Director

MINUTES
Regular Meeting
Wednesday, November 17, 1999
City Hall, Rm. 408, San Francisco, CA

1. CALL TO ORDER/ROLL CALL

Meeting was called to order at 5:08pm by Vice President Juanita Miles.

Commissioners Present:	Staff Present:	Excused:
Vice President Juanita Miles	Sonia Melara	President Ximena Delgado
Commissioner Carolene Marks	Esther Velonza	Commissioner Dorka Keehn
Commissioner Emily Murase	Rosario Navarrette	
Commissioner Valerie Tulier	Ann Lehman	
	Latika Malkani	

2. ADOPTION OF AGENDA

- **m/s/c (Marks/Murase) To adopt agenda as submitted.**

3. ADOPTION OF MINUTES

- **m/s/c (Murase/Marks) To adopt the minutes of the October 27, 1999 meeting.**

4. PRESIDENT'S REPORT

No President's Report

5. STAFF REPORT

- Sonia Melara submitted written report to Commissioners highlighting major areas and upcoming events.

6. NEW BUSINESS

- Health Care for the Homeless Program
  Carolyn Ritchie, Medical Social Worker from the Tom Waddell Clinic (Dept. of Health), withdrew her request to present.

7. OLD BUSINESS

- **Update on San Francisco Unified School District's resolution on Sexual Harassment Policy #94-27A 10, Improving the Curriculum about Sexual Harassment.**
  Ann Lehman, Policy Analyst – Submitted a report on this issue and highlighted:

- Curriculum developed as a collaborative project has been completed and submitted to the San Francisco Unified School District (SFUSD).
- In terms of implementing its resolution, SFUSD has trained all its Principals.
- Still, no contact has been made with the committee implementing this resolution.

❑ **Update and possible ACTION on the proposed Living Wage Ordinance.**
Ann Lehman submitted a report on this issue and introduced scheduled speakers.

Speaker Presentations
Jennifer Rakowski, of Communities United Against Violence (CUAV), presented from a non-profit perspective. She stated that in order to provide for a Living Wage within their organization, they had to reduce wages from the top to the bottom, cutback on their purchasing, and make other difficult choices. In the end they were able to keep their work force longer and improve moral. Based on this positive experience of CUAV, their recommendation is in favor of a Living Wage.

Keisha Ward, Personnel Director, Center for Juvenile & Criminal Justice (CJCJ), spoke in support of a Living Wage. CJCJ adopted a Living Wage some time ago in the form of increased wages and benefits for employees working over seventeen hours per week.

Ken Jacobs, Living Wage Campaign Director, also spoke in support of a Living Wage. He emphasized the need for the City to increase the budgets of non-profits funded by the City in order to provide a Living Wage.

Jim Illig, Chair of the Living Wage Task Force, Project Open Hand. He noted the Task Force's main focus has been on demographics, who should be covered, and wage levels. He would like to see the Commission take a stand on the health care provision, and follow the Task Force's recommendation that medical coverage/insurance should be provided rather than cash payouts.

NaNoshka Johnson, NOSH Productions, as a small women owned business, echoed Jim Illig's concerns focusing on who is covered and at what level.

Patricia Breslin, Golden Gate Restaurant Association, stated that, while she supports a Living Wage, she believes that Supervisor Ammiano's proposal may harm the people he is intending to help.

Public Comment on Living Wage
Jakkee Bryson, Supervisorial Candidate Ms. Bryson opposed a Living Wage and increased funding to Non Profits.

❑ **Update on proposed Parental Leave Pilot Project**
Ann Lehman informed the Commission there was no update at this time.

***Public Comment on* Parental Leave Pilot Project**
Jakkee Bryson, Supervisorial Candidate, reported her opposition to any maternal leave program.

8. REPORTS
No reports

9. PUBLIC COMMENT
Jakkee Bryson, Supervisorial Candidate, reported to the Commission her recent experience and read correspondence received from Rosario Navarrette related to her request to be put on the agenda.

10. ANNOUNCEMENTS

- Commissioner Tulier requested that speaker cards be available for public comment at future meetings.

- Sonia responded on an earlier comment that the Commission's meeting was out of compliance since the room change had not been properly noticed. She reported that per the City Attorney, the 72 hour advance notice is not required for room changes.

11. Adjournment
Meeting Adjourned at 6:05

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Sonia Melara, Executive Director

5/99

* * NOTICE * *

MEETING ROOM CHANGE

COMMISSION ON THE STATUS OF WOMEN
Regular Meeting
Wednesday, December 15, 1999 at 5:00pm

HAS BEEN MOVED TO:

City Hall Room #278
San Francisco, CA

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Commission on the Status of Women
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Sonia Melara, Executive Director

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City and County of San Francisco
Regular Meeting
Wednesday, December 15, 1999 at 5:00pm
City Hall, Room #263

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AGENDA

Roster:

President Delgado
Vice President Miles
Commissioner Carolene Marks
Commissioner Dorka Keehn
Commissioner Emily Murase
Commissioner Valerie Tulier

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***** Public Comment will be heard during each agenda item *****

1. **CALL TO ORDER/ROLL CALL**
2. **ADOPTION OF AGENDA**
3. **ADOPTION OF MINUTES**
   - Annual Retreat held Saturday, November 13, 1999.
   - Regular Meeting held Wednesday, November 17, 1999.
4. **PRESIDENT'S REPORT**
5. **STAFF REPORT**
   - Fiscal Year 2000-2001 Budget
   - Association of California Commissions for Women (ACCW) quarterly meeting
   - Resolution Training
6. **NEW BUSINESS**
   - ACTION: To approve 2000 Commission meeting schedule and locations for quarterly Neighborhood Community meetings.
   - ACTION: To approve three year Strategic Plan.

7. **OLD BUSINESS**
   - Update on proposed Living Wage issue.
   - Update on Parental Leave project proposed by Supervisor Ammiano

8. **REPORTS**
   - CEDAW

9. **PUBLIC COMMENT**

10. **ANNOUNCEMENTS**

11. **ADJOURNMENT**

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MINUTES
Regular Meeting
Wednesday, December 15, 1999
City Hall, Rm. #278, San Francisco, CA

1. **CALL TO ORDER/ROLL CALL**
Meeting was called to order at 5:05pm by President Delgado. Commissioner Tulier arrived at 5:20pm.

MEMBERS PRESENT	STAFF PRESENT	EXCUSED
President Ximena Delgado	Sonia Melara	Commissioner Emily Murase
Vice President Juanita Miles	Esther Velonza	
Commissioner Carolene Marks	Ann Lehman	
Commissioner Dorka Keehn	Melyssa Jo Kelly	
Commissioner Valerie Tulier	Latika Malkani	
	Carol Sacco	

2. **ADOPTION OF AGENDA**
❑ **m/s/c (Keehn/Miles) To adopt the agenda as submitted.**

3. **ADOPTION OF MINUTES**
❑ **m/s/c (Miles/Keehn) To adopt the minutes of the November 13, 1999 Annual Retreat.**
❑ **m/s/c (Miles/Marks) To adopt the minutes of the November 17, 1999 Regular Meeting.**

4. **PRESIDENT'S REPORT**
- President Delgado reported she had a conference call with Sonia Melara, Executive Director and Vice President Miles, noting that there was a list of twelve items discussed. Issues discussed related to detailed information on the strategic plan, operation policy, personnel matters and other issues not discussed at the retreat due to lack of time.

- Commissioners expressed interest in knowing what items were discussed.

- Vice President Miles added that she and President Delgado would be having these discussions on a regular basis. Sonia Melara pointed out it has been the tradition that the President, as part of her responsibilities (head of the Commission), meet with the Executive Director on a regular basis, to go over issues in more detail.

- President Delgado announced that there will be opportunities to do workshops with staff and Commissioners this year.

5. **STAFF REPORT**
Sonia Melara verbally reported on the following:
❑ Fiscal Year 2000-2001 Budget
  - Will be based on the 3-Year Strategic Plan.
  - Approval of the budget is scheduled for the January meeting. The budget is due February 18, 2000 to the Mayor's Office.
  - Commissioners will receive the draft budget in advance of meeting. Any proposed changes should be communicated to Ms. Melara as soon as possible and discussion can take place at

the January meeting. The budget presented to the Commissioners will not be final and changes can be made prior to the Commissions approval.

- ❑ Resolution Training
  - Resolution Training by Amy Ackerman, City Attorney's Office, was originally requested to be held at the January meeting but is rescheduled for the February meeting, due to the many items included in the agenda for January.

6. NEW BUSINESS

- ❑ 2000 Commission Meeting Schedule
  - Commissioners were asked if they wanted to change any of the neighborhoods selected last year. Last year, selection of neighborhood was targeted for specific groups of people, and agencies which we fund in those neighborhoods were invited to make presentations.
  - Commissioner Marks emphasized that outreach should insure that newspaper and other media publish our meeting announcement.
  - Suggested neighborhoods were the Tenderloin, Richmond and Sunset.
  - To encourage community interest, another suggestion was to change the meeting announcement to include an agenda or notice that lets community know what will be taking place.
  - Commissioners expressed interest in moving up the Annual Retreat to allow more time for consideration before the budget is due.

  ACTION: m/s/c (Keehn/Miles) To approve the 2000 Commission schedule submitted, with the February 23, 2000 meeting to be in the Tenderloin, and a change to move the November 4, 2000 Annual Planning Meeting to October 14, 2000.

- ❑ 3-Year Strategic Plan
  - Issues raised were Mission Statement, staffing shortage, personnel issues, Commissioners compensation.
  - Ms. Melara emphasized that any Personnel/Staffing issues must be held in closed session. President Delgado added that she would like to have the City Attorney present whenever that does take place.
  - Commissioner Marks suggested the compensation issue should be removed from the Strategic Plan, as she meant this issue to be resolved earlier (within this fiscal year).
  - After it was determined that more time was needed to review the Strategic Plan, Ms. Melara requested the Commissioners to call her by the first or second week in January, with any clarifying questions so that by the next meeting the plan can be fully approved.

  ACTION: m/s/c (Marks/Miles) That the 3-Year Strategic Plan submitted, be tabled until the February meeting.

7. OLD BUSINESS

- ❑ Update on proposed Living Wage issue.
  Written report submitted and highlights presented by Ann Lehman, Policy Analyst.
- Ms. Melara suggested that if the Commissioners have any suggestions regarding this matter, they call Ms. Lehman who can compile these considerations. Based on these considerations Ms. Lehman can propose a position that the Commission can take, and then take a vote. Then staff can present to the Board of Supervisors the Commissions' recommended proposal.

- ❑ Update on Parental Leave project proposed by Supervisor Ammiano
  Ann Lehman, Public Policy Analyst. submitted written update and announced that there were no new updates because this issue had been put aside in light of the election.

8. REPORTS

- ❑ CEDAW
  Latika Malkani, Policy Analyst presented a report.

- The Task Force and staff has started working with the new departments to be studied.
- They are working to see that recommendations presented are being implemented.
- The Department of Public Works is budgeting for gender analysis and a mentor/mentee program.

9. PUBLIC COMMENT

Jennifer Hudson, SF Public Housing Authority, Domestic Violence Question and Connections Specialist

- Ms. Hudson came to the Commission to announce she would be hosting a fashion show as a fundraiser to assist victims with clothing, food, etc. She was not asking for monetary donations. However, she wants to identify resources that could assist with ticket printing, outreach, poster printing etc.

- Individual Commissioners showed interest to help Ms. Hudson with her request. She was asked to obtain the Commission's endorsement.

10. ANNOUNCEMENTS

11. ADJOURNMENT

Meeting was adjourned at 6:18 pm.

City & County of San Francisco
Commission on the Status of Women
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Sonia Melara, Executive Director

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Wednesday, January 26, 2000 at 5:00 P.M.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 408
San Francisco, California 94102

American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to 415-252-2570. Accessible parking available at the Civic Center Parking Garage, the parking lot on McAllister between Larkin and Polk and metered parking spaces adjacent to the building. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 415-252-2570 (Voice) or 415-252-2550 (TDD).

AGENDA

Roster:

President Ximena Delgado
Vice President Juanita Miles
Commissioner Carolene Marks
Commissioner Dorka Keehn
Commissioner Emily Murase
Commissioner Valerie Tulier

** ***Public Comment will be heard during each agenda item.***

1. **CALL TO ORDER/ROLL CALL**

2. **ADOPTION OF AGENDA**

3. **ADOPTION OF MINUTES**
   - ❑ Regular Meeting held Wednesday, December 15, 1999.

4. **PRESIDENT'S REPORT**

5. **STAFF REPORT**
   - ❑ Meeting with State Commission
   - ❑ February Meeting
   - ❑ Resolution Training and Other Matters

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6. OLD BUSINESS
   - ❑ ACTION: To approve the 3-Year Strategic Plan for Fiscal Years 2000-2003.

   - ❑ ACTION: To approve 2000 Meeting Calendar with new changes and consider neighborhood meetings for April, July, and October. (Note: Last year, meetings were held in the Bayview, Chinatown, Western Addition, and the Mission. February meeting to be held in the Tenderloin.)

   - ❑ ACTION: Discussion and possible action on recommendations for policy consideration in Living Wage Ordinance.

7. NEW BUSINESS

   - ❑ ACTION: To approve Fiscal Year 2000-2001 Budget proposal.

   - ❑ ACTION: Discussion and possible action of the establishment of an emergency fund for violence against women.

8. REPORTS
   - ❑ CEDAW
     ACTION: Possible action on Gender Analysis Guidelines policy matters.
   - ❑ VIOLENCE AGAINST WOMEN: Public Information Campaign.

9. PUBLIC COMMENT
10. ANNOUNCEMENTS
11. ADJOURNMENT

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Wednesday, January 26, 2000 at 5:00 P.M.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 408
San Francisco, California 94102

American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to 415-252-2570. Accessible parking available at the Civic Center Parking Garage, the parking lot on McAllister between Larkin and Polk and metered parking spaces adjacent to the building. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 415-252-2570 (Voice) or 415-252-2550 (TDD).

AMENDED AGENDA

Roster:

President Ximena Delgado
Vice President Juanita Miles
Commissioner Carolene Marks
Commissioner Dorka Keehn
Commissioner Emily Murase
Commissioner Valerie Tulier

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL

2. ADOPTION OF AGENDA

3. ADOPTION OF MINUTES
   - ❑ Regular Meeting held Wednesday, December 15, 1999.

4. PRESIDENT'S REPORT

5. STAFF REPORT
   - ❑ Meeting with State Commission
   - ❑ February Meeting
   - ❑ Resolution Training and Other Matters

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6. OLD BUSINESS
   - ❑ ACTION: To approve the 3-Year Strategic Plan for Fiscal Years 2000-2003.
   - ❑ ACTION: To approve 2000 Meeting Calendar with new changes and consider neighborhood meetings for April, July, and October. (Note: Last year, meetings were held in the Bayview, Chinatown, Western Addition, and the Mission. February meeting to be held in the Tenderloin.)
   - ❑ ACTION: Discussion and possible action on recommendations for policy consideration in Living Wage Ordinance.

7. NEW BUSINESS
   - ❑ ACTION: To approve Fiscal Year 2000-2001 Budget proposal.
   - ❑ ACTION: Discussion and possible action of the establishment of an emergency fund for violence against women.
   - ❑ ACTION: To be a Co-Sponsor of Women's International Day (March 8, 2000) sponsored by the Resource Center of the United Nations (at no cost to the department).

8. REPORTS
   - ❑ CEDAW
     ACTION: Possible action on Gender Analysis Guidelines policy matters.
   - ❑ VIOLENCE AGAINST WOMEN: Public Information Campaign.

9. PUBLIC COMMENT
10. ANNOUNCEMENTS
11. ADJOURNMENT

Know Your Rights Under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the Ordinance, contact the Sunshine Ordinance Task Force at 415-554-4851. To obtain a free copy of the Sunshine Ordinance contact the Sunshine Ordinance Task Force, Rachel Arnstine O'Hara, Clerk, City Hall, Room 362, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683, phone: 415-554-6171, fax: 415-554-6177, email: rachel_arnstineo'hara@ci.sf.ca.us. Copies of the Sunshine Ordinance can also be obtained from the San Francisco Public Library and on the City's website at www.ci.sf.ca.us.

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
MINUTES
Regular Meeting
Wednesday, January 26, 2000
City Hall, Room #408, San Francisco, CA

1. **CALL TO ORDER/ROLL CALL**
Meeting was called to order at 5:08pm by President Delgado. Commissioner Tulier arrived at 5:32 pm. Commissioner Marks left at 5:55 pm.

MEMBERS PRESENT	STAFF PRESENT	EXCUSED
President Ximena Delgado	Sonia Melara	Commissioner Dorka Keehn
Vice President Juanita Miles	Carol Sacco	
Commissioner Carolene Marks	Rosario Navarrette	
Commissioner Emily Murase	Ann Lehman	
Commissioner Valerie Tulier		

2. **ADOPTION OF AGENDA**
- **m/s/c (Marks/Miles/Unanimous) To adopt the agenda as submitted.**

3. **ADOPTION OF MINUTES**
- **m/s/c (Murase/Miles/Unanimous) To adopt the minutes of the December 15, 1999 Regular Meeting.**

4. **PRESIDENT'S REPORT**
- President Delgado reported on:
  - Personnel matters, Executive Director's evaluation will be reviewed at the February meeting during a closed session.
  - Resolution and Policies & Procedures training is being planned for the next two months.
  - President Delgado announced that effective at the end of this meeting, she would be resigning as the President of the Commission and from the Commission entirely. According to the By-Laws, Vice-President Juanita Miles will take over as President. The Commission will hold elections in February for Vice President.

Commissioners wished President Delgado the best and expressed gratitude for her work with the Commission.

Sonia Melara added the Commission's Policies & Procedures training with the consultants will take place at the March meeting. She recommended, due to the fullness of the February meeting, moving the resolutions training with the City Attorney to the March meeting as well.

5. **STAFF REPORT**

- Sonia Melara, Executive Director, submitted a written report and highlighted the following:
  - She met with the new State Commissioners in Sacramento, as President of the Association of Commission for Women. The California Commission for Women has decided to hold its meeting in July of 2000 in San Francisco.
  - The February community meeting will be held at the Board Room of the St. Francis Medical Hospital in the Tenderloin. Ms. Melara proposes that we take this opportunity to focus on presentations regarding health issues.
  - The Grand Jury paid the Commission office a friendly visit. COSW was informed by the City Attorney 's Office that the Grand Jury wants to look at City departments throughout the City, not just those with problems.
  - Commission staff held a Sunshine Ordinance training. Information from the Sunshine Ordinance is included in the Commissioner's packets. It's important that Commissioners attend a training as the new Ordinance is very complex.
  - Women's History Month event is scheduled for March 6th 1:00pm in the Board of Supervisors Chambers. The Board of Supervisors will present proclamations to women that they have selected. Ms. Melara is working with the Legion of Honor on the possibility of holding a reception that evening.
  - How to Get That Appointment seminar will be held on April 11th in the Board of Supervisors Board Room, 6:00 pm to 8:00 pm.
  - Bring Your Daughter to Work Day is scheduled for April 27th.
  - Included in the Commission packets are:
    - A copy of correspondence between the Commission office and the Board of Supervisors regarding homeless services as they apply to COSW,
    - An article from the San Francisco Examiner regarding CEDAW,
    - A flyer on the Beijing Plus Five Conference February 25 – February 26, 2000.

6. **OLD BUSINESS**

- 3-Year Strategic Plan

  Sonia Melara discussed the upgrades to the plan mailed out earlier to the Commissioners. Commissioners Keehn and Marks called with their suggestions.
  - Commissioner Marks suggested to include the word **primarily** right after the word focusing in our mission statement.
  - Ms. Melara also changed the sentence, "including young women and all parts of their work" to "**Include young women in all work related to girls issues.**"

  The remainder of the document is as it was mailed to Commissioners.

  ACTION: m/s/c (Marks/Miles/Unanimous) To approve the 3-Year Strategic Plan for Fiscal Years 2000-2003.

- Meeting 2000 Calendar

  The Commission's Calendar was discussed and was decided to accept it as presented, plus hold the quarterly meetings as follows:
  - February meeting in the Tenderloin
  - April meeting in the Richmond
  - July meeting in Bayview
  - October meeting in the Mission

ACTION: m/s/c (Murase/Miles/Unanimous) To adopt the 2000 Meeting Calendar with locations for neighborhood meetings.

- Living Wage Ordinance
  Ann Lehman, Policy Analyst, presented a report on possible action on recommendations for policy considerations on Living Wage.
- After an extended discussion the Commissioners took action to support a living wage amount and to revisit the following in the future:
  - How best to increase wages for non-profit staff
  - Whether to advocate for a city wide minimum wage
  - How to keep costs to the city consistent with current resources
  - How to increase public information regarding the earned income tax credit

ACTION: m/s/c (Murase/Marks/Unanimous) To support the Living Wage proposal at $11.00 an hour wage with benefits and with the inclusion of In-Home Health Service workers, with a caveat to revisit this issue in February.

7. **NEW BUSINESS**

- 2000 – 2001 Budget Proposal
- Ms. Melara stated that the budget is as it was last year, except for the $100,000 for the public information campaign, which was included in last year's budget as a one time expense. This amount will be requested on our wish list to the Mayor this year. In addition, last year Supervisor Becerril allocated $25,000 to the Mission Girls YWCA, this was a one time only allocation and it is not in the budget for this year.
- Commissioner Murase asked whether the present staffing shortage was related to the budget. Ms. Melara indicated that present staffing matters are due more to City bureaucracy, rather than budgetary issues.

ACTION: m/s/c (Marks /Miles/Unanimous) To approve Fiscal Year 2000-2001 Budget proposal.

- Establishment of an emergency fund for violence against women.
- Ms. Melara reported that the department has $20,000 in savings from one of the programs and proposes to establish an emergency fund to provide for women's needs similar to the ones expressed by Ms. Jennifer Hudson of the Housing Authority. The Commission would develop the criteria. Ms. Melara has requested the Mayor's office to allocate $25,000 in next year's budget.
- Commissioners expressed support for the creation of the fund and seeing it grow. They would like to look at the criteria established.

ACTION: m/s/c (Murase/Miles/Unanimous) For the establishment of an emergency fund for violence against women.

- Women's International Day
- The United Nations Women's Resource Center is having a National Women's Day celebration on March 8, 2000 and they have requested the Commission be a co-sponsoring organization, at no cost to the department. We will receive more information as it becomes available.

ACTION: m/s/c (Murase/Miles/Unanimous) To be a Co-Sponsor of Women's International Day (March 8, 2000) sponsored by the Resource Center of the United Nations (at no cost to the department).

8. REPORTS

❑ CEDAW

Commissioner Emily Murase reported:

- The Commission and Task Force have been very active. The departments to undergo the gender analysis next are the Rent Board, Commission on the Environment, Art Commission, and Adult Probation.
- Sonia Melara commented that some departments have expressed concerns over being able to participate due to the size of their departments and staffing. Ms. Melara explained that the Commission does not make the decision as to who is chosen or excluded. This is a decision of the Task Force by City Ordinance. Departments with concerns should approach the Task Force directly.

❑ VIOLENCE AGAINST WOMEN: Public Information Campaign

- Granate Sosnoff from Feminist Media gave a report on the Violence Against Women public information campaign. Her organization is creating two outdoor campaigns.
- They have obtained over $33,000 in donated or reduced rate advertisement.
- The ads will be in Spanish, Chinese and English, including 25 bus shelters, 19 billboards, 8 sheet billboards, 200 interior bus cards, 50 Muni Metro interior cards, 20 interior cards in restaurants and bars.
- There is a possibility of a one page ad in the Western edition of the New York Times.
- The first series is the Respect series which deals with communication and education and is targeted to be launched on March 1.
- The second part of the campaign (provided they receive more funding) is "Call it What it Is." This will be a more controversial campaign. Ms. Sosnoff projects April for launching it.
- Commissioners discussed the photographs and suggested using images that are more representative of San Francisco communities. Ms. Sosnoff spoke to the challenges of the campaign and suggested using different images for the second part of the campaign. Ms. Sosnoff agreed to further discuss the images and ideas with the Executive Director.
- Ms. Sosnoff spoke to the challenge of donated media and limited spaces and resources.
- Commissioners expressed an interest in the outcomes of this campaign and it's effectiveness. Ms. Melara commented that the Mayor's Budget Office has also asked for this information. She is hoping to have some numbers by late April.
- Commissioners want community groups to be informed, to ensure direct service providers are prepared for the increase in phone calls and requests for services.

9. PUBLIC COMMENT

Lark Curtain, member of the public stated: "This is my first Commission meeting I've attended, and I'm really excited to finally be here. And I think your media campaign is absolutely wonderful, and if my opinion matters at all, I think it's going to be a great success."

10. ANNOUNCEMENTS

Commissioner Miles stated that Commissioner Marks had previously requested salary information and she has not received it. Ms. Melara responded that since this

was an additional task recently requested, it is being worked on and will be available soon.

Commissioner Miles announced that she is attending the Working Women's Convention in Chicago March 10-12, 2000.

She also reminder everyone that the Mayor's Women's Summit will take place on April 25, 2000.

Commissioner Tulier gave a brief report about her meeting with the Friends of COSW Board of Directors. She stated that the Friends Board would like to increase their relationship with the Commission. The Board would also like to reinstate the standing Friends Report at Commission meetings. Commissioner Tulier has volunteered to work with them on an on going basis and extended that invitation to other interested Commissioners.

Sonia Melara announced that this Friday is the first Planning Committee for the National Association of Commissions Convention. If Commissioners would like to attend, it will be Friday, January 28, 8:00 am at 25 Van Ness Avenue, Room 70.

11. ADJOURNMENT

Meeting was adjourned at 6:35 pm.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Special Meeting
Wednesday, February 23, 2000 at 4:00 P.M.
St. Francis Memorial Hospital, Weyerhauser Room
900 Hyde Street
San Francisco, California 94109

American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to 415-252-2570. Accessible parking available at the Civic Center Parking Garage, the parking lot on McAllister between Larkin and Polk and metered parking spaces adjacent to the building. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 415-252-2570 (Voice) or 415-252-2550 (TDD).

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Roster:

President Juanita Miles
Commissioner Carolene Mark
Commissioner Valerie Tulier
Commissioner Dorka Keehn
Commissioner Emily Murase

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL

2. PUBLIC COMMENT (on all matters pertaining to the closed session)

3. CLOSED SESSION – Pursuant to Government Code section 54957 and San Francisco Administrative Code section 67.10(b)
   Public Employee Performance Evaluation: Evaluation of Executive Director, Sonia Melara

4. RECONVENE IN OPEN SESSION
   ACTION ITEM: To disclose any or all discussions held in closed session. (San Francisco Administrative Code section 67.12(a)

5. ADOPTION OF AGENDA

6. ADOPTION OF MINUTES
   - ❑ Regular Meeting held Wednesday, January 26, 2000.

7. PRESIDENT'S REPORT

8. STAFF REPORT
   - ❑ Budget
   - ❑ Upcoming events
   - ❑ NACW quarterly meeting in Washington D.C.

9. NEW BUSINESS
   - ❑ ACTION ITEM: Elect Commission Vice President.

   - ❑ PRESENTATIONS ON WOMEN'S HEALTH
     St. Francis Memorial Hospital
     Department of Public Health
     St. Anthony's Free Medical Clinic
     Bay Area Women's Resource Center

   - ❑ SFUSD Resolution Implementing Sexual Harassment Prevention Program.
     DISCUSSION and POSSIBLE ACTION: To request the SFUSD to prioritize funding of coordinator for sexual harassment program.

10. OLD BUSINESS
    - ❑ Needs Assessment presentation.
    - ❑ Report/analysis on City Commissioner's compensation.
    - ❑ DISCUSION and POSSIBLE ACTION: Living Wage Proposal
    - ❑ Violence Against Women: Public Information Campaign.

11. REPORTS
    - ❑ CEDAW
    - ❑ Paid Family Leave
    - ❑ Sexual Assault Task Force
    - ❑ Friends of COSW

12. PUBLIC COMMENT
13. ANNOUNCEMENTS
14. ADJOURNMENT

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COMMISSION ON THE STATUS OF WOMEN

City and County of San Francisco
MINUTES
Special Meeting
Wednesday, February 23, 2000 at 4:00 P.M.
St. Francis Memorial Hospital, Weyerhaeuser Room
900 Hyde Street
San Francisco, California 94109

1. **CALL TO ORDER/ROLL CALL**

   Meeting was called to order at 4:08pm by President Miles. Commissioner Tulier was excused.

   MEMBERS PRESENT STAFF PRESENT EXCUSED

   President Juanita Miles Sonia Melara Commissioner Valerie Tulier

   Commissioner Dorka Keehn Rosario Navarrette

   Commissioner Carolene Marks Ann Lehman

   Commissioner Emily Murase Melyssa Jo Kelly

   Carol Sacco

2. **PUBLIC COMMENT (on all matters pertaining to the closed session)**

   No public comments.

3. **CLOSED SESSION – Pursuant to Government Code section 54957 and San Francisco Administrative Code section 67.10(b)**

   Public Employee Performance Evaluation: Evaluation of Executive Director, Sonia Melara.

4. **RECONVENE IN OPEN SESSION**

   m/s/c (Miles/Murase/Unanimous) To not disclose any or all discussions held in closed session. (San Francisco Administrative Code section 67.12(a))

5. **ADOPTION OF AGENDA**

   m/s/c (Murase/Marks/Unanimous) To adopt the agenda as submitted.

6. **ADOPTION OF MINUTES**

m/s/c (Murase/Keehn/Unanimous) To adopt the minutes of the January 26, 2000 Regular Meeting.

7. **PRESIDENT'S REPORT**

In lieu of a report, President Miles allowed Vaneese Johnson, Principal of On the Move Staffing to make a brief presentation.

On the Move Staffing is a minority women owned small business that provides temporary, temporary to permanent and full time staffing services. Her company's unique approach is to work with under served communities.

8. **STAFF REPORT**

- Sonia Melara, Executive Director, submitted a written report and highlighted the following:

- Included in the packets is a report detailing the upcoming National Association of Commissions for Women (NACW) conference to be held in San Francisco, July 5 – 8, 2000.

1. **NEW BUSINESS**

- **ACTION: m/s/c (Miles/Murase/Unanimous) To elect Carolene Marks as Commission Vice President.**

- Commissioners asked about the possibility of Co-Chairs. Ms. Melara informed Commissioners that the By-Laws would need to be revised before considering this item. Commissioner Murase reminded the Commissioners that the current term is up in August and Commissioners can review and change the By-Laws at that time.

- **PRESENTATIONS ON WOMEN'S HEALTH**

President Miles asked presenters to keep their presentations to three minutes, with two minutes for questions and answers, due to the full agenda.

St. Francis Medical Center

Joe Beth Walt, Manager - Community Health & Volunteer Services

Ms. Walt welcomed the Commissioners and public to St. Francis Memorial Hospital. She stated that one of her responsibilities as Manager of Community Health, is working with various community organizations in the area. St. Francis Memorial Hospital has organized round tables to look at issues within the community; these include Women, Children and Families, the second round table was on HIV and AIDS, a third on mental illness and substance abuse and a fourth on seniors. A recent Senate Bill required all hospitals to document and show how they are serving the community. This year the hospital decided that they wanted to go back into the community and meet with people to find out what they thought were the ultimate health issues

in the surrounding areas. Through their community Advisory committee and round tables they found the same issues appearing, they are housing, access to health care, dental care for children, environmental issues and the largest new issue is homelessness for women over 50 with no mental illness.

Department of Public Health (DPH)

Commissioner Roma Guy, President - Health Commission, DPH

Commissioner Guy opened the presentation by the Department of Public Health by introducing the Commission's position on the Health department's strategic direction which includes trying to focus on a continuum of care that is more focused on prevention and more towards primary care. She indicated that the Health Commission is mindful that poverty is the largest indicator of health status, and since women are the poorest and they take care of children and are more exposed to family abuse, they are more vulnerable. The challenge for women and girls and the public sector around health in the year 2000 is on financing what we need.

Kate Monico-Klein, Director - Women's Services, DPH

Ms. Klein hopes these presentations are the beginning of a dialogue. She stated that women's health issues are complex and feels that if we are to successfully improve the health care of women we need to be flexible in our service and we have to offer a variety of accessible, affordable health care models. We need to talk about diseases long before their diagnosis if we are to prevent them. We must retain traditional services that Public Health is known for, such as family planning, while responding to new and emerging issues. It is the mission of the Department of Public Health to prevent and promote the health of all San Franciscans. In a one year period the Department of Public Health sees more than 50,000 women in primary care clinics alone.

Mildred Crear, Director - Maternal, Child and Adolescent Health Services, DPH

Ms. Crear stated that this unit is comprehensive, and includes family planning, adolescent health and HIV testing and counseling. They encourage woman to do pre-conception planning. They are currently working on a folic acid program, to encourage women to use folic acid as it may help with pregnancy and prevent heart disease. They do outreach and education for women to get involved with prenatal care early. The Child and Adolescent Health Services also has a toll free line, breast cancer outreach, screening and referrals and well child visits and referrals. They have a home visit program, where health workers and public health nurses visit pregnant woman before and after they deliver to ensure that they have the right care and their children have primary care. They also have a Teenage Pregnancy Prevention Committee, working on outreach and training peer counselors.

Commissioner Marks expressed an interest in the folic acid study, and

requested more information from Ms. Crear.

Cynthia Selmar, Director – African American Health Initiatives, DPH

This is a prevention program in the community health promotion and prevention branch. The African American Health Initiative was created by San Francisco Department of Public Health in November of 1998. It was created out of the growing number of diseases related to African Americans. African Americans are behind all other ethnic and racial groups, for all age groups, and gender, regardless of socioeconomic status and are dying at an alarming rate from preventable illness and injury. The African American Health Initiatives goal is to improve health outcomes and to reduce health disparages among African Americans. They plan to accomplish this by promoting health prevention programs, community participation and empowerment programs and building community capacity by looking at strategic planning and community wellness.

Jan Murphy, Administrator of Primary Care - Community Health Network, DPH

Ms. Murphy stated that this division provides care through 14 community based health centers and six clinics at San Francisco General Hospital as well as an Urgent Care center. Their focus is on prevention and the lowest level of intervention. They provide quality affordable care at the most cost effective means possible based on a family practice model. They serve approximately 85,000 individuals annually, over half are women. They have women focused clinics within their primary care centers. Some highlights of things they are doing recently include a lactation center, domestic violence screening as a routine part of health care, and the largest transgender clinic in the state. This clinic provides medical care and psycho social and mental health counseling to people who are or have changed genders.

Commissioner Roma Guy, President - Health Commission, DPH

Commissioner Guy closed the Department of Public Health presentations and asked for people to take a strong advocacy stand on creating a paradigm shift in health and moving into primary care as an investment in our community and prevention. Commissioner Guy asked the Commissioners to be open and advocate and endorse this for all women.

St. Anthony's Free Medical Clinic

Beryl Shaw, Clinic Administrator - St. Anthony's Free Medical Clinic

Ms. Shaw stated that St. Anthony's Free Medical Clinic is a primary care clinic located in the heart of the Tenderloin. They have existed for over 40 years and serve children and adults up to age 60. Forty to fifty percent of their patients are female. St. Anthony's Free Medical Clinic has seen changing demographics in patient population in the Tenderloin. Thirty to forty percent of their patients are homeless, many are transgendered. There are many undocumented women, drug addicted women and several different languages are spoken. The Clinic is free and receives no government funding. They send their patients out for any specialty care to San Francisco General. Primary funding for the Clinic is from private funding and bequest.

Dr. Ana Valdez, Physician – St. Anthony's Free Medical Clinic

Dr. Valdez stated that for a long time St. Anthony's has been considered a urgent care clinic and currently has been making a shift towards primary care to meet the changing needs of the community. The are seeing more mental illness, more TB, STDs and HIV, more asthma and respiratory disease and more MS disorders. They are seeing more senior patients who are undocumented, and are ineligible for health benefits. Illiteracy is a big barrier for many of their patients. The clinic sees approximately 15,000 people a year. They have an in house pharmacy that takes advantage of indigent funds.

Bay Area Women's Resource Center

Jacky Spencer-Davis, Associate Director - Bay Area Women's Resource Center

Ms. Spencer-Davis stated that they are not a health center or health clinic, but they see more than 400 women walk through their door every month. A lot of what they see is poor health. Housing is a big issue for people living in the Tenderloin the housing market is making it costly for people whose income is low, therefore many people live together in small units, causing health problems. With the large number of children living in the Tenderloin a school was recently built. The school addresses components of health, including mental health and dental clinics. Ms. Spencer-Davis sees a lot of stress and isolation borne out of poverty.

Katie Groner, Pediatrician

Advisory Board Member - Bay Area Women's and Children's Center

As a Pediatrician, Ms. Groner spoke of the many parents and their children she sees without insurance. Many times the children are in better health than the parents. Particular issues they see are nutritional issues related to poverty, anemia, asthma and domestic violence which may be related to stress in people's lives. Language barriers and fear are barriers to health care for many people. The Center gets its funding from corporation grants and private donations and receives no government funding.

SAGE Project

Norma Hotaling, Executive Director - SAGE Project

The SAGE Project is an organization for and by survivors of abuse, prostitution and trauma. They are a human rights organization and work on the behalf of women and girls who have been exploited. In San Francisco they have developed a model program that is used throughout the world in the treatment of women and girls involved in prostitution and who have experienced violence and other forms of exploitation. The SAGE program is a trauma and drug recovery program and recently they have started a health service program. SAGE has a number of other components and sees about 300 to 325 women and girls a week.

President Juanita Miles thanked all the presenters for their work and looks forward to the Commission working more closely with their departments and organizations to build a supportive relationship.

- **SFUSD Resolution Implementing Sexual Harassment Prevention Program.**

  Ann Lehman, Policy Analyst, updated Commissioners on the San Francisco School Board resolution, which passed May of 1999, creating a sexual harassment prevention program. Ms. Lehman stated that funding is an important issue to coordinate this project. SLASH, the student resources peer group that has been creating their own programs, has requested to make a presentation to the Commission at a future meeting.

  After a brief discussion, Ms. Melara suggested that Commissioners make a presentation before the School Board on behalf of the program.

1. **OLD BUSINESS**

- **Needs Assessment presentation.**

Rosario Navarrette, Assistant Director, reported that the Needs Assessment for the Violence Against Women campaign has begun and introduced the consulting teams of Access Social Knowledge and Culture Cure Consulting.

Seline Szkupinski Quiraga introduced members of the consultant team and stated that they are all familiar working with diverse communities as well as undocumented, mono-lingual, hard to reach communities. They have designed the needs assessment which depends on both qualitative and quantitative methodology and analysis. This assessment is being conducted in phases and each phase builds upon the next. The goals of the needs assessment are to determine the allocation and types of violence against women services currently being offered, assesses the needs of current clients, and potential clients, identify populations at particular risk and/or those who have a particular need, and discover the gaps and barriers in existing services through comparison. Finally they will develop recommendations to improve current programming. Phase one is currently

under way and should be completed in March. All gathered data will be analyzed and the findings will be reported back to the Commission, with the draft report available mid May and the final report with recommendations available in mid June.

- **Report/analysis on City Commissioner's compensation.**

  Ms. Melara told Commissioners that she provided a report in their packets regarding the requested Commissioner's compensation information. This gives a general outline as to how Commissioners are compensated within the City.

- **Living Wage Proposal**

  Commissioner Keehn stated that she drafted a resolution on the Living Wage Proposal. Commissioner Keehn and Ms. Lehman will work on a final proposed resolution that will be mailed out with the next Commission packet. If Commissioners have any questions they can speak with Commissioner Keehn or Ms. Lehman.

- **Violence Against Women: Public Information Campaign.**

  Ms. Melara started by telling Commissioners that COSW developed a campaign with the intent of having images that can represent the diversity of San Francisco's population. Ms. Melara introduced Melyssa Jo Kelly, who gave an introduction to the next phase of the campaign, which is called *Call It What It Is*.

  Ms. Kelly distributed photographs of the upcoming *Call It What It Is* series to Commissioners. She stated that the *Respect* series will be launched next month and that the *Call It What It Is* campaign will be more hard hitting and will follow thereafter. Ms. Kelly gave an overview of the three ads and the messages to be used. The department and consultants will be testing the images and appreciate feedback from Commissioners.

  Ms. Melara stated that she will be sending an analysis of the Public Information Campaign budget to Commissioners.

  Commissioners expressed an interest in the campaign and look forward to seeing the results.

1. **REPORTS**

- **CEDAW**

  Commissioner Murase reported on the CEDAW meeting where they discussed the initial orientation meeting with the Rent Board and the Arts Commission. Both departments are very receptive to the gender analysis. They are on track with Department of Public Works and Juvenile Probation and will be monitoring their work. Commissioner Murase introduced Holly Friel who will work part time on this project with Ms. Lehman.

Commissioner Keehn inquired about the two other departments that were scheduled to undergo the analysis. Ms. Lehman stated that the Adult Probation orientation is scheduled for March 7, 2000; However the Commission on the Environment has been having staffing problems. They are considering appointing one of their Commissioners to be the liaison. They have not dropped out but are behind schedule.

- **Paid Family Leave**

  Ann Lehman reported that the last request they received from Supervisor Ammiano's office was to come up with questions for focus groups. Ms. Lehman stated, that at a national level, the President of the United States recently enabled any state to use unemployment insurance to cover the birth or adoption of a child.

- **Sexual Assault Task Force**

  Commissioner Keehn reported that she has been chairing the Sexual Assault Task Force with Melyssa Jo Kelly. At their retreat the Task Force developed a plan for the upcoming year. They developed a mission statement, which is "To work toward the elimination of sexual violence in San Francisco." They also developed three goals they plan to work toward, goal 1) to promote sexual violence prevention programs, 2) to ensure seamless coordinated comprehensive responses to the needs of adult survivors of sexual violence, and 3) to promote and advocate for policies that work toward the elimination of sexual violence in San Francisco. Commissioner Keehn will provide outlined activities to achieve these goals at the next meeting.

- **Friends of COSW**

  Sonia Melara reported that there is no Friends of COSW report.

1. **PUBLIC COMMENT**

   There were no public comments.

1. **ANNOUNCEMENTS**

   There were no announcements.

2. **ADJOURNMENT**

   Meeting was adjourned at 7:28 pm.

Know Your Rights Under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

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07/18/2000 10:27:55

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

/00

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Wednesday, March 15, 2000 at 5:00 P.M.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 421
San Francisco, California 94102

American Sign Language interpreters and an Sound Amplification System provided upon request with 48 hour advance notice to 415-252-2570. Accessible parking available at the Civic Center Parking Garage, the parking lot on McAllister between Larkin and Polk and metered parking spaces adjacent to the building. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station In the Van Ness Station and lines are J, K, L and M. Accessible MUNI LInes are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available In alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact 415-252-2570 (Voice) or 415-252-2550 (TDD).

AGENDA

Roster:

President Juanita Miles
Commissioner Carolene Marks
Commissioner Valerie Tulier
Commissioner Dorka Keehn
Commissioner Emily Murase

** *Public Comment will be heard during each agenda item.*

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1. CALL TO ORDER/ROLL CALL

2. ADOPTION OF AGENDA

3. ADOPTION OF MINUTES
   - Special Meeting held Wednesday, February 23, 2000.

4. PRESIDENT'S REPORT

5. STAFF REPORT
   - Budget
   - Upcoming events
   - NACW quarterly meeting in Washington D.C.

6. OLD BUSINESS
   - ACTION ITEM: Resolution in Support of the Living Wage

7. NEW BUSINESS
   - Resolution Training by City Attorney's Office
   - Policies and Procedure Training by Vance Yoshida

8. PUBLIC COMMENT

9. ANNOUNCEMENTS

10. ADJOURNMENT

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
AMENDED MINUTES
Regular Meeting
Wednesday, March 15, 2000 at 5:00 P.M.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 421
San Francisco, California 94102

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1. CALL TO ORDER/ROLL CALL

Meeting was called to order at 5:15pm by President Miles.

MEMBERS PRESENT	STAFF PRESENT	NOT PRESENT
President Juanita Miles	Sonia Melara	
Vice President Carolene Marks	Ann Lehman	Commissioner Valerie Tulier
Commissioner Dorka Keehn	Carol Sacco	
Commissioner Emily Murase		

2. ADOPTION OF AGENDA

m/s/c (Murase/Marks/Unanimous) To adopt the agenda as submitted.

3. ADOPTION OF MINUTES

m/s/c (Marks/Murase/Unanimous) To adopt the minutes of the February 23, 2000 Special Meeting.

4. PRESIDENTS REPORT

President Miles reported on:

- She met with the Friends of the Commission on the Status of Women Board and Commissioners Keehn and Tulier, they discussed the development of the Friends Board. Commission President Miles, Friends President Mary Ann O'Shea and Sonia Melara, Executive Director, will meet to further discuss their development.

- The Women Making History Award Ceremony was very successful and well attended. President Miles thanked Ms. Melara and the Commission staff for putting this event together. Commissioner Murase added that it was great that Ms. Melara was able to work with the Fine Arts Museum.
- President Miles is still waiting for the appointment of two new Commissioners and

she announced if Commissioners have suggestions to contact Taline Sanasarian in the Mayor's office or Sonia Melara. Ms. Melara stated that she would be happy to forward a letter to the Mayor for any Commissioner in support of their recommendations. Ms. Melara asked Commissioners to have interested persons forward a resume to her, so she may attach a letter.

5. STAFF REPORT

Sonia Melara, Executive Director, submitted a written report and highlighted the following:

- The budget has been submitted to the Mayor's Office. A copy is in the Commissioner's file, if they have questions about the budget they should contact Ms. Melara. City Attorney, Amy Ackerman and the staff collaborated on updating Chapter 33 of the Administrative Code.

- Ms. Melara is in the process of interviewing candidates for the Executive Secretary position. She hopes to have someone hired by the beginning of April.

- A flyer for the How to Get That Appointment Seminar is included in their folders. Ms. Melara invited all the Commissioners to attend so that they can be part of the discussion on the appointment process.

- Included are invitations to the Planned Parenthood Golden Gate Annual Gala, April 6, 2000. Ms. Melara offered to pay for part of a table, along with the Friends, to insure the Commission is represented and to make the tickets affordable.
- The selection process for Women Who Make A Difference Awards has begun. The nomination brochures are included in the packets, and the submission deadline is April 17, 2000. This award is to feature those who have contributed to economic development or employment related issues for women. Ms. Lehman stated that business nominations are especially needed.
- The packet includes an estimate of the cost of the Violence Against Women Public Information Campaign if we were to have paid for the Campaign, as well there is a list of where the company has currently placed the ads. Ms. Melara acknowledged President Miles concerns that some communities were not included and explained that this is a result of donated services and space. The company places the ads in the available spaces (not sold).
- There is a letter to the Editor of the San Francisco Chronicle from Will Lightbourne, Executive Director of the San Francisco Department of Human Services regarding his explanation of child care subsidies money in response to two articles that appeared March 13 and 14, 2000.
- Ms. Melara attended the Association of California Commissions for Women (ACCW) quarterly meeting in Stockton. She found it very valuable as Commissions from around the state shared their organizational make-ups.
- Ms. Melara stated that she is still waiting for resumes and bios from some Commissioners. This information will be used to put together a binder with descriptions of staff and Commissioners backgrounds. Commissioner Murase asked about the possibility of putting this information, as well as photographs on the website.
- Commissioner Keehn requested a copy of the State Guidelines for Death Review Teams. Her request will be forwarded to staff.

- Commissioner Murase stated that she will be out of town during the How to Get That Appointment event.
- President Miles and Commissioner Keehn said they would attend the How to Get That Appointment event.

6. OLD BUSINESS

- **Draft Resolution in Support of the Living Wage**

- Commissioner Murase expressed concerns over the cash equivalent in lieu of health benefits, she wants to be certain that health insurance is a key part of compensation and people can opt out only if they are already covered. She would like to amend the Resolution to say "plus health benefits or cash equivalent only in those cases where health benefits are already covered by an alternative source."
- Commissioner Marks asked for clarification about non-profits. Commissioner Keehn explained that the non-profit section was kept very broad and that the resolution does not say that nonprofits should be covered.
- Ann Lehman explained that the mention of non-profits in the resolution, ensures that, if they are included, they will be covered appropriately so that social services are not cut. This resolution does not include a specific mandate to include non-profits but, if non-profits are mandated, then funding should be covered in such a way that services are not cut.
- Commissioners Marks and Murase shared their concerns about the Living Wage Ordinance in general, and if non-profits are covered, where the money for implementing the resolution is going to come from.
- Ms. Lehman presented figures from a City study that estimates the cost to small non-profits would be $11 million and the cost to large non-profits would be $34 million. Ms. Lehman also gives the estimated low and high figures for the total costs of the ordinance, this is taking into account that the numbers are varied depending upon the study. If it was passed as is, the minimum cost would be $27 million and the high would be $74 million. These figures include the cost of setting the program up, lease holds and other various costs associated with the currently drafted coverage.
- Ms. Melara stated that she believes Commissioner Keehn is trying to convey the spirit of the Commission's beliefs about under paid employees, and by supporting the ordinance the Commissioners are stating their position.
- President Miles reminded Commissioners that the Living Wage Ordinance is currently being reviewed by members of the Board of Supervisors and the Commission is basing their recommendations on something that has not yet passed.

ACTION: m/s/c/ (Murase/Marks/Unanimous) To approve the resolution with the amendment to remove the cash equivalent for health benefits (see attached).

7. NEW BUSINESS

- **Resolution Training by City Attorney's Office**

Amy Ackerman, City Attorney, began the resolution training by distributing sample resolutions. Ms. Ackerman stated that Commissioners should be aware that there are two types of

resolutions used in San Francisco. There are ordinances and there are resolutions. Ordinances are laws that are binding on the citizens of the City and County of San Francisco and only the Board of Supervisors can pass. Resolutions are non-binding statements of policy or statements that urge another legislative body or official to take action. Resolutions can be very effective particularly when a Board or Commission wants to take a policy position because it becomes a well though out concerted statement of policy. Ms. Ackerman stated that the information she submitted to the Commissioners was adopted from the Board of Supervisors handbook. She suggested that the Commission keep the basic formatting and content the same when drafting their own resolutions. Ms. Ackerman informed Commissioners about the Commission's ability to take positions on State and Federal Legislation without going through the Board of Supervisors first, provided they do not take a position that is contrary to an official position of San Francisco. Ms. Ackerman recommended that the resolutions have a numbering system to keep track of the resolutions and year. Resolutions can give a more formal presence than a letter and resolutions can also be a nice way of honoring people. Ms. Ackerman also stated that the Commission will need to determine who would do the resolutions, staff or Commissioners, they would need to be posted 72 hours in advance with the agenda under the Sunshine ordinance and Proposition G requirements. It is possible to make amendment during the meeting, but should make sure the basic resolution is prepared in advance.

Commissioners and staff asked questions related to their Resolution powers. Ms. Ackerman answered their questions and clarified the process. Ms. Lehman asked if it was customary to list where the statistics and information comes from. Ms. Ackerman stated that it could not hurt and would only make a resolution more powerful with supporting documentation.

Ms. Melara reminded the Commissioners that they had stated a desire to present a Resolution to former Commissioner Delgado and asked if it would be appropriate to still do so. The Commissioners agreed to present her with a resolution at a future meeting.

- **Policies and Procedure Training by Vance Yoshida**

Ms. Melara introduced Vance Yoshida, a consultant on board and policy training. Ms. Melara stated that she met Mr. Yoshida through her work with Planned Parenthood where he had provided board training as it applies to policy boards such as the Commission. Ms. Melara gave the Commissioners an overview of different models of Commissions that exist around the state and country. Ms. Melara stated that the San Francisco Commission is the only Commission that is also a charter Department of any City or County jurisdiction. Ms. Melara suggested considering a name change for the Commission on the Status of Women to the Department on the Status of Women. This might give the Commission the ability to get a Commission secretary that supports the Commission's responsibilities, which has been a subject of discussion by previous Commissioners. This may also eliminate confusion regarding the name "Commission". Ms. Melara used the Police Department and the Police Commission as an example, citing that the Commission oversees the Department. She suggested that the Commissioners look into this possibility and offered to research further information.

Vance Yoshida thanked the Commission for inviting him to give a presentation. He stated that he had been asked a few years ago to help the Commission put together a governing structure to better clarify the roles and responsibilities of the Commissioners and that of the staff. Mr. Yoshida stated that he would give a basic overview of his approach to establishing a governing structure, and a Commission or organization realizing their vision while making a significant

difference in the communities they serve. He added that if organizations are not yielding significant results they are not making a significant difference in the communities that they serve. Mr. Yoshida stated that Commission and non-profits boards basically have two major roles, first: to govern the organization and act as Trustees or Stewards to protect the public interest and second: to support and assist the organization in the day to day operations. Mr. Yoshida concluded his presentation by stating that this will be a good process for the Commission to go through because it will help determine goals, objectives and criteria for the following year.

Commissioners discussed and asked questions about the governing structure and current policies and procedures between the Commission and the Department. In particular Commissioners discussed the process for conducting a thorough performance evaluation of the Executive Director. Commissioner Keehn was asked to develop general guidelines for the Executive Director's performance guidelines. Mr. Yoshida answered their questions with Ms. Melara offering clarification where possible.

8. PUBLIC COMMENT

No public comments.

9. ANNOUNCEMENTS

Commissioner Murase presented Commissions with information about the Color of Violence: Violence Against Women of Color Conference, April 28 - 29, 2000 in Santa Cruz.

10. ADJOURNMENT

Meeting was adjourned at 7:03pm.

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Community Meeting
Wednesday, April 26, 2000 at 5:30 P.M.
McLaren Lodge, 501 Stanyan Street
San Francisco, California 94117

American Sign Language interpreters and a Sound Amplification System provided upon request with 48-hour advance notice to 415-252-2570. Accessible parking available at the Civic Center Parking Garage, the parking lot on McAllister between Larkin and Polk and metered parking spaces adjacent to the building. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact Kit Chau at 415-252-2570 (Voice) or 415-252-2550 (TDD).

AGENDA

Roster:

President Juanita Miles
Vice President Carolene Marks
Commissioner Valerie Tulier
Commissioner Dorka Keehn
Commissioner Emily Murase

** ***Public Comment will be heard during each agenda item.***

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1. **CALL TO ORDER/ROLL CALL**
2. **ADOPTION OF AGENDA (ACTION ITEM)**
3. **ADOPTION OF MINUTES (ACTION ITEM)**
   - **Regular Meeting held Wednesday, March 15, 2000.**
4. **PRESIDENT'S REPORT (DISCUSSION ITEM)**
5. **STAFF REPORT (DISCUSSION ITEM)**
   - **Budget**
   - **National Convention**

6. OLD BUSINESS
   - Resolution in Support of Paid Parental Leave (Action Item)
     Resolution Attached

7. NEW BUSINESS
   - Hearing-Presentation on Sexual Harassment in the Schools, Reviewing Progress of the Implementation of the SFUSD Resolution Number 94-27A10 Improving the Curriculum About Sexual Harassment (Discussion Item)
     Speakers Scheduled

   - Presentation on the Color of Violence- Women of Color Conference- Andrea Smith (Discussion Item)

8. REPORTS
   - Convention on the Elimination of All Forms of Violence Against Women (CEDAW) (Discussion Item)
   - Living Wage Update (Discussion Item)
   - Women Who Make a Difference Awards 2000 (WWMAD) (Discussion Item)

9. PUBLIC COMMENT

10. ANNOUNCEMENTS BY COMMISSIONERS (DISCUSSION ITEM)

11. ADJOURNMENT

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

Join the Commission on the Status of Women
for a

Meeting in your Community

Focusing on Sexual Harassment in Schools

Wednesday, April 26, 2000
5:30 – 7:00 p.m.

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McLaren Lodge
Golden Gate Park
501 Stanyan Street
San Francisco, CA 94117

An opportunity to talk about issues impacting women in your neighborhood

For additional information or to be placed on the agenda, call the San Francisco Commission on the Status of Women at 415-252-2570

The mission of the San Francisco Commission on the Status of Women is "To insure equal treatment and foster the socioeconomic, political and educational advancement of all women and girls throughout San Francisco through policies, legislation and programs, focusing primarily on populations in need."

The above meeting facility is accessible for persons with disabilities. Reasonable accommodations can be made to facilitate the participation of disabled individuals upon request within 48 hours advance notice to 415-252-2570(Voice) or 415-252-2550(TDD)

Commission on the Status of Women
25 Van Ness Ave. Rm. 130
San Francisco, CA 94102

Public Announcement

PLEASE POST

Thank You

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Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
MINUTES
Community Meeting
Wednesday, April 26, 2000 at 5:30 P.M.
McLaren Lodge, 501 Stanyan Street
San Francisco, California 94102

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1. CALL TO ORDER/ROLL CALL

Meeting was called to order at 5:30 p.m. by President Miles. Commissioner Keehn arrived at 5:32 p.m. and left at 7:45 p.m.

MEMBERS PRESENT	STAFF PRESENT
President Juanita Miles	Sonia Melara
Vice President Carolene Marks	Rosario Navarrette
Commissioner Dorka Keehn	Kit Chau
Commissioner Emily Murase	Ann Lehman
Commissioner Andrea Shorter	Carol Sacco
Commissioner Valerie Tulier	

2. ADOPTION OF AGENDA

m/s/c (Marks/Murase/Unanimous) To adopt the agenda with the amendment to hear community speakers after the President's Report.

3. ADOPTION OF MINUTES

m/s/c (Murase/Marks/Unanimous) To adopt the minutes of the March 15, 2000 Regular Meeting with the amendment to correct a typographical error.

4. PRESIDENT'S REPORT

President Miles reported on the following:

- She welcomed newly appointed Commissioner Shorter.
- She and Sonia Melara, Executive Director of the Commission on the Status of Women, met with Friends of the Commission President, Mary Ann O'Shea. It was a

fruitful discussion and they would like to continue the dialogue on how to build a better relationship between the Commission and the Friends of the Commission. President Miles would like Commissioner Tulier to continue to be the representative to the Friends. Commissioner Tulier stated that she was happy to take on this responsibility and commented that she would work on building a more cohesive relationship with the Friends of the Commission. She also recommended looking into some technical assistance to facilitate their organizational structure and development.

- President Miles, Vice President Marks, and Ms. Melara met with Steve Kawa, Acting Budget Director of the City's budget office. Although they discussed the Department's budget request, the meeting appeared to be more of a get-to-know-you meeting. Commissioner Tulier raised the question of what the next step should be. President Miles explained that the Mayor's Budget Analyst wanted to see some hard data on the campaign and since the Department had just begun the campaign, of course there is not enough feedback yet. In response to a question, Ms. Melara pointed out that the budget in 1999-2000 was $100,000; $50,000 went to create the campaign and the other $50,000 went to production. Commissioner Keehn suggested that since all of the Commissioners have relationships with the members of the Board of Supervisors, perhaps they could meet with members of the Board. Ms. Melara further explained that the request for $300, 000 was over a 3-year time frame, and with funding, the department is ready to continue the campaign. Since her desire is for this campaign to touch each neighborhood, it is not enough money to merely rely on donated space.
- President Miles voiced concerns over the delivery of her mail. She found a piece of mail in her folder today which had been received on April 13, 2000. Ms. Melara explained that the Commission's office has been short-staffed for many months and in fact recently hired a new Executive Secretary. She also commented that she had talked to several other City Commissions and discovered that all of their Commissioners' mail is opened by the staff. Since this mail is not personal mail and it is not cost effective for the staff to constantly send the Commissioners' mail to the Commissioners, Ms. Melara recommended that the mail be opened up and faxed to the Commissioners followed by the hard copy, so that the Commissioners would be able to receive their mail in a more timely manner. President Miles indicated that she did not want her mail to be opened. After a series of suggestions, Vice President Marks suggested that the staff forward the Commissioners' mail by crossing out the recipient's address on the envelope and affixing a label with the Commissioner's home address right below the crossed-out address. Commissioners agreed to this suggestion. President Miles took the opportunity to welcome the new Executive Secretary, Kit Chau, on behalf of the Commission.

5. **NEW BUSINESS**

Presentation on the Color of Violence-Women of Color Conference

Clarissa Rojas, Color of Violence-Women of Color Conference Coordinator, attended the meeting on behalf of Andrea Smith. Ms. Rojas invited everyone to the upcoming conference at U. C. Santa Cruz and brought posters to share. Moreover, she informed the group that the conference was free. No one will be turned away if they were to show up at the door even though the conference was sold out. There will be many workshops and the focus of the conference is on all issues relating to women of color and domestic violence. If anyone is interested in more information, there is a publication and a web site address.

Hearing-Presentation on Sexual Harassment in the Schools, Reviewing Progress of the Implementation of the SFUSD Resolution Number 94-27A10 Improving the Curriculum About Sexual Harassment

Student Leaders Against Sexual Harassment (SLASH)
Student speakers from SLASH, a Peer Resource after school group: Rayshone Bow, Gerbert Marquez, Cynthia Melgoza, Yesenia Navarette, Christina Allen, and Elizabeth Nettles made a presentation on sexual harassment in the schools and these are the highlights:

In 1998, a survey was conducted at various schools and they found that in the Fall 1997 semester, 1,666 sexual harassment cases were reported. Some examples of the incidents included young boys' and girls' shorts being pulled down, exchange of both verbal and physical harassment between the students, and sexual intercourse between teachers and young girls. Unfortunately, although some offenders were fired or transferred to different schools, nothing much has been done to penalize the offenders or to prevent the increasing number of these incidents. Often times, victims are hesitant to report or follow-up formally on such issues. There is a prevailing attitude among teachers and school administrators that "Boys will be boys." It is common for some of the teachers to not be aware of sexual harassment forms and procedures. Some examples of what SLASH had accomplished include:

- creating and distributing pamphlets
- hosting workshops and conferences to train participants and entire schools on how to handle sexual harassment issues

SLASH initiated and the Board of Education passed SFUSD Resolution Number 94-27A10 Improving the Curriculum About Sexual Harassment. A task force was formed with SLASH/Peer Resources as members. Recently, SLASH sent a letter to the Acting Superintendent of the San Francisco Unified School District citing problems with task force implementation. However, the School District has not been responsive.

During the past 2 years, Ann Lehman, a Policy Analyst at the Commission on the Status of Women, has worked with SLASH in support of their work including getting the resolution passed. She has reported regularly to the Commissioners about her frustrations with the School District. Despite letters and calls, the Commission on the Status of Women has not been invited to participate in the task force. Ms. Lehman has also worked with Project Respect Lead at Equal Rights Advocates on developing a sexual harassment curriculum for young people.

Jose Carrasco, the Coordinator for SLASH, commented that this is the time to exert pressure because City Departments are putting the budget together in the next two weeks. Although the resolution was passed last year, there was no money allocated to move the program forward.

San Francisco Unified School District (SFUSD)
Nellie Riendeau, a SFUSD School Nurse, testified that there are many sexual harassment cases and she came to support the students. However, she stated, it is up to the students to take on the complaints. She also stated that sexual

harassment prevention awareness is fragmented. For example, the boys' and girls' soccer teams are spoken to separately; principals are trained but the teachers and students are not.

San Francisco Women Against Rape (SFWAR)
Jamie Lee Evans of SFWAR stated that as far as she knows SFWAR is the only other organization which does workshops. She reported that sexual harassment and allegations of sexual assault are major problems in the schools. She also reported that she was at the School Board meeting when the resolution was passed, and several attorneys testified to the potential liability the School District faced. In fact, there was a big case about a teacher from Berkeley High School who sexually harassed several young women and now Berkeley High School has an extensive sexual harassment program. Ms. Evans also spoke out regarding fears of retaliation when students who testified were then advised by School Board members to be careful about their testimony; otherwise, they might be sued for libel or slander.

Commissioner Tulier suggested that SLASH provide a list of recommendations such as: 1) Hire a full-time coordinator; and 2) Train all teachers. She summarized possible actions by the Commission including: 1) Writing a letter to support the letter from SLASH; 2) Informing the Board of Education that the COSW wants to be part of the Sexual Harassment Task Force; 3) Setting up a meeting with Mary Hernandez, President of the Board; and 4) Ms. Lehman and Mr. Carrasco showing up at the next task force meeting, invited or not. Ms. Melara indicated that since this was not noticed as an action item in the agenda, the staff would take the recommendations and follow-up as much as possible.

Commissioner Shorter suggested that SLASH obtain some comparative analysis so that the School District can be proactive as opposed to reactive by merely waiting for a lawsuit.

Commissioners agreed that they need some statistics and written documentation so that the School Board members can be addressed. It was also suggested that if possible, SLASH attempt to secure funding from outside sources, so that they can then request the School Board to match grants. As a conclusion, it was decided that 1) The staff would contact School Board President Mary Hernandez for setting up a meeting to be attended by at least 3 Commissioners; and 2) Next agenda should include this as a possible action item in case there was a need for action.

6. STAFF REPORT
Sonia Melara, Executive Director, submitted a written report and highlighted the following:

- Since President Miles already presented an update on the budget meeting, Ms. Melara did not duplicate the report.
- She welcomed Kit Chau, who came aboard on April 24, 2000, as the new Executive Secretary.
- The Grand Jury recently released a "Neglect of Reporting Requirements" report. In a list sent with the report, the Clerk of the Board of Supervisors and the Public Library's records show the Department as missing some reports

even though they had been submitted. All reports are available and will be provided to the Clerk of the Board and the Public Library.

- Chapter 33 of the Administrative Code will be revised to eliminate the duplicative requirement that all City Departments make quarterly reports regarding complaints of gender discrimination to both the Human Resources Department and the Commission. The amendment will require all City Departments to make quarterly reports to the Human Resources Department, which will compile the complaints City-wide and provide quarterly reports to the Commission. Secondly, the Department shall be known as the Department on the Status of Women so that it will be easier to differentiate between the Department and the Commission. A copy of the complete Charter changes was included in the Commissioners' packets.
- The Public Awareness Campaign has been launched. Posters have been put up at bus shelters and mailed to all libraries. Social service agencies and clinics are next. Ms. Melara also expressed her hope that the posters being provided to the Commissioners will be put up someplace where they can be seen by the public.
- Ms. Melara stated that the Department is in the production stages of the brochure for the National Association of Commissions Annual Convention which will be held in San Francisco, July 5-9, 2000. She had hoped that the Commissioners could have attended the executive and planning committee meeting, but unfortunately no one was there. President Miles commented that all the Commissioners should participate since it is a 3-day conference. Commissioners requested that an updated convention report be sent to them.
- Vice President Marks and Commissioner Keehn requested a copy of the 1999 Directory of Social Services.
- Commissioners inquired about whether Latika Malkani, a Policy Analyst at the Commission's office, is getting paid during her maternity leave. Ms. Melara replied that she is receiving partial sick leave from the City and partial disability insurance from the State.
- Ms. Melara inquired about the status of her evaluation for the Executive Session at the May meeting. Commissioner Keehn stated that there is a delay because the materials she received were not well done, but she will be sending Ms. Melara an e-mail. Ms. Melara suggested that President Miles appoint a subcommittee to conduct a preliminary assessment prior to the meeting in May.

7. **OLD BUSINESS**
   - **Resolution in Support of Paid Parental Leave**
     ACTION: m/s/c/ (Murase/Tulier/Unanimous) To approve the resolution (see attached).

8. **REPORTS**
   - **Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW)**

Commissioner Murase reported that there was a CEDAW Task Force meeting today and they discussed the need for a higher level of public awareness. She is pleased to announce that the Department of Environment is now on board, thanks to Ms. Lehman and Ms. Melara. President Miles commented that if Commissioner Shorter would like to be brought up-to-date about CEDAW, she

can speak with Commissioner Murase or Ms. Lehman. Ms. Melara added that there was also a lot of information available from the Department's web site, www.ci.sf.ca.us/cosw.

- **Living Wage Update**

Ms. Lehman reported that the Finance Committee will be meeting this Wednesday, May 3, 2000, at City Hall and although Commissioner Keehn had been asked to speak, she will not be available. There will be second meeting on May 17, 2000, and if Commissioners could be there in addition to the staff, their influence would be more powerful.

- **Women Who Make a Difference Awards 2000 (WWMAD)**

Ms. Lehman reported that there were 43 individual nominations and 4 business and company nominations. President Miles will be on the selection committee and packets to the selection committee will be sent out tomorrow. The selection committee will meet on Thursday, May 4, 2000 to discuss the nominees.

9. **PUBLIC COMMENTS**

There were no public comments.

10. **ANNOUNCEMENTS BY COMMISSIONERS**

- Vice President Marks tried to make contact with the Department of Public Health, who seems very busy with other issues. Therefore, she was very disappointed that she did not have a more specific report to make.
- Commissioner Tulier thanked and commended Caryl Ito, Commissioner Shorter, Ms. Melara and other women for their wonderful contributions to the Women's Summit. She suggested that a thank you letter be sent to Ms. Ito as a past Commissioner. Furthermore, while the Women's Summit was very powerful and inspirational, she was interested in seeing how the group would be able to benefit from it.
- Commissioner Tulier made several announcements and recommendations:
  - She thanked and commended Caryl Ito, Commissioner Shorter, Ms. Melara and other women for their wonderful contributions to the Women's Summit. She suggested that a thank you letter be sent to Ms. Ito as a past Commissioner. Furthermore, while the Women's Summit was very powerful and inspirational, she was interested in seeing how the group would be able to benefit from it.
  - She requested that the Commissioners be provided with name badges.
  - She distributed flyers for a film called *Luminarias* and invited the other Commissioners and staff to attend the Premiere.
  - She handed out flyers about the Spring 2000 *Undoing Racism* Workshop and suggested suggested that the Commissioners arrive ½ hour before future Commission meetings so that they have time to connect and thereby move forward as a team even more efficiently.
- President Miles announced that there will be a Homelessness Session tomorrow, April 27, 2000, at 5 p.m. at St. Anthony's.
- Commissioner Murase reported that she has a family illness and apologized if she did not seem completely present. She may need to concentrate on supporting her family during the next several months.

11. **ADJOURNMENT**

Meeting was adjourned at 8:00 p.m.

Know Your Rights Under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the Ordinance, contact the Sunshine Ordinance Task Force at 415-554-4851. To obtain a free copy of the Sunshine Ordinance contact the Sunshine Ordinance Task Force, Rachel Arnstine O'Hara, Clerk, City Hall, Room 362, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683, phone: 415-554-6171, fax: 415-554-6177, email: rachel_arnstineo'hara@ci.sf.ca.us. Copies of the Sunshine Ordinance can also be obtained from the San Francisco Public Library and on the City's website at www.ci.sf.ca.us. To review or obtain documents referred to on agenda, contact Kit Chau at 25 Van Ness Ave, Room 130, San Francisco, CA 94103: phone: 415-252-2570, fax: 415-252-2575.

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (SF Admin Code 16.520 - 16.534) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 1390 Market Street #701, San Francisco, CA 94102, telephone 415-554-9510, fax 415-703-0121 and web site http://www.ci.sf.ca.us/ethics/.

City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Wednesday, May 24, 2000 at 5:00 P.M.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 408
San Francisco, California 94102

American Sign Language Interpreters and a Sound Amplification System provided upon request with 48-hour advance notice to 415-252-2570. Accessible parking available at the Civic Center Parking Garage, the parking lot on McAllister between Larkin and Polk and metered parking spaces adjacent to the building. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact Kit Chau at 415-252-2570 (Voice) or 415-252-2550 (TDD).

AMENDED AGENDA

ex 5/22/00
DOCUMENTS DEPT.
MAY 24 2000
SAN FRANCISCO
PUBLIC LIBRARY

Roster:
President Juanita Miles
Vice President Carolene Marks
Commissioner Dorka Keehn
Commissioner Emily Murase
Commissioner Andrea Shorter
Commissioner Valerie Tulier

** *Public Comment will be heard during each agenda item.*

1. **CALL TO ORDER/ROLL CALL**

2. **ADOPTION OF AGENDA (ACTION ITEM)**

3. **APPROVAL OF MINUTES (ACTION ITEM)**
   Community Meeting held Wednesday, April 26, 2000.

4. **PRESIDENT'S REPORT**
   - Women Who Make a Difference Awards 2000 (Discussion Item)
   - Million Mom March (Discussion Item)
   - Living Wage Task Force Presentation (Discussion Item)
   - Meeting with San Francisco Unified School District Board President, Mary Hernandez (Discussion Item)
   - Presentation of Proclamation to Ximena Delgado (Discussion Item)

5. STAFF REPORT
   - National Association of Commissions for Women Convention (Discussion Item)
   - Budget (Discussion Item)
   - Changes to the Administrative Code Describing the Powers and Duties of the Commission (Discussion Item)

6. OLD BUSINESS
   - Sexual Harassment in the Schools, Reviewing Progress of the Implementation of the SFUSD Resolution Number 94-27A10 Improving the Curriculum About Sexual Harassment (Discussion and Possible Action Item)
   - Budget Strategy
     Discussion and Possible Action on Strategy for the Budget Process

7. NEW BUSINESS
   - Discussion and Possible Action to Revise Commission Letterhead
   - Discussion and Possible Action to Assign Commissioners to Girls Program Committee/Task Force

8. REPORTS
   - Sexual Assault Task Force (Discussion Item)
   - Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW) Task Force (Discussion Item)

9. PUBLIC COMMENT

10. ANNOUNCEMENTS BY COMMISSIONERS (DISCUSSION ITEM)

11. PUBLIC COMMENT (on all matters pertaining to the closed session)

12. CLOSED SESSION – Pursuant to Government Code section 54957 and San Francisco Administrative Code section 67.10(b)
    Public Employee Performance Evaluation: Evaluation of Executive Director, Sonia Melara

13. RECONVENE IN OPEN SESSION
    ACTION ITEM: Vote to disclose any or all discussions held in closed session.
    San Francisco Administrative Code section 67.12(a)

14. DISCUSSION AND POSSIBLE ACTION TO AWARD ADDITIONAL COMPENSATION UNDER PAY FOR PERFORMANCE PROGRAM TO THE EXECUTIVE DIRECTOR

15. ADJOURNMENT

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(Chapter 67 of the San Francisco Administrative Code)

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco

.MINUTES
Regular Meeting

Wednesday, May 24, 2000 at 5:00 P.M.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 408
San Francisco, California 94102

American Sign Language interpreters and a Sound Amplification System provided upon request with 48 hour advance notice to 415-252-2570. Accessible parking available at the Civic Center Parking Garage, the parking lot on McAllister between Larkin and Polk and metered parking spaces adjacent to the building. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station is the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact Kit Chau at 415-252-2570 (Voice) or 415-252-2550 (TDD).

CALL TO ORDER/ROLL CALL

Meeting was called to order at 5:00 p.m. by President Miles. Commissioner Tulier arrived at 5:04 p.m. and was excused from 5:04 p.m. to 5:16 p.m. for her photo session. Vice President Marks left at 6:00 p.m.

MEMBERS PRESENT	STAFF PRESENT
President Juanita Miles	Sonia Melara
Vice President Carolene Marks	Rosario Navarrette
Commissioner Dorka Keehn	Kit Chau
Commissioner Emily Murase	Melyssa Jo Kelly
Commissioner Andrea Shorter	Ann Lehman
Commissioner Valerie Tulier	Carol Sacco

ADOPTION OF AGENDA (ACTION ITEM)

The Commissioners voted to move up any reports involving the staff so that the staff (except

for Executive Director, Sonia Melara) could leave. They also voted to move up the Closed Session.

m/s/c (Marks/Murase/Unanimous) To adopt the agenda with the amendment to change the order of several agenda items.

APPROVAL OF MINUTES (ACTION ITEM)

m/s/c (Murase/Keehn/Unanimous) To approve the minutes of the April 26, 2000 Community Meeting.

STAFF REPORTS (As Modified in the Agenda)

In addition to submitting written reports prepared by herself and the staff, Sonia Melara, Executive Director, arranged for Melyssa Jo Kelly, Administrator of Violence Against Women (VAW) Programs to be present to answer any questions regarding the VAW Public Awareness Campaign and the Emergency/Transitional Fund:

VAW Public Awareness Campaign

Ms. Kelly reported that community response to the "Respect Is Sexy" ad campaign continues to be excellent, with approximately 30 calls and approximately 150 posters requested. She noted that posters have been mailed to all agencies listed in COSW's social services directory, as well as in response to requests. She answered questions from Commissioners, and noted that although the Department's supply of the English language versions has been exhausted, posters will be re-printed in July (if more funds are allocated to this project). In the interim, 8 ½ by 11 versions of the posters will be distributed to community clinics. Commissioners discussed the campaign, including the viability of obtaining discounts from printers, use of Friends of the COSW funds, and potential press contacts. Additional information was included in the Commissioners' packets.

Emergency/Transitional Fund

Ms. Kelly reported that W.O.M.A.N., Inc. is administering the COSW's emergency/transitional fund by disbursing grants to victims of domestic violence and/or sexual assault for emergency or transitional expenses. Seventy-five percent of the funds are reserved for transitional grants, and twenty-five percent reserved for emergency assistance funding. She answered questions from Commissioners, and noted that, since the fund's inception in April 2000, two small grants have been made. The fund is designed to provide for a quick turn-around time for applicants, the current allocation will be carried over into the next fiscal year, and Commissioners will receive reports on the distribution of the funds to clients of local service organizations. Ms. Melara noted that a representative from W.O.M.A.N., Inc. will make a presentation regarding the fund at a future Commission meeting. Additional information was included in the Commissioners' packets.

OLD BUSINESS

Sexual Harassment in the Schools, Reviewing Progress of the Implementation of the SFUSD Resolution Number 94-27A10 Improving the Curriculum About Sexual Harassment

Ann Lehman, Policy Analyst, reported that a Sexual Harassment Report from SLASH (Student Leaders Against Sexual Harassment) had been sent to some of the Commissioners. Ms. Lehman stated that this group of 12 to 14 year-olds did an excellent job. They met with Juanita Owens, Member, Board of Education, who strongly agreed that there is a need to hire a sexual harassment coordinator. Unfortunately, the meeting set up for yesterday, May 23rd at the Commission office with two Board of Education Members did not take place. They just heard about a possible move on San Francisco United School District's part to fund a sexual harassment coordinator. Ms. Lehman will continue to follow up.

1. **NEW BUSINESS**

   - **Discussion to Assign Commissioners to Girls Program Committee/Task Force**

     Rosario Navarrette, Assistant Director, reported that although the Task Force on the Sexual Assault of Girls & Young Women has not met officially, it has worked with San Francisco Women Against Rape (SFWAR) and other programs who do similar work. Last year, the members of the task force did a lot of intensive training with young adults and girls. A few years ago, they worked closely on a gender parity report with the Mayor's Office of Children, Youth, and Families to reflect the lack of funding. Recently they had a preliminary meeting with Commissioner Shorter and proposed focusing on policy development in terms of gender parity and implementation of that. The Action of Assigning Commissioners to the Girls Program Committee/Task Force was tabled over to after the Closed Session.

1. **PUBLIC COMMENT (on all matters pertaining to the closed session)**

   There were no public comments.

2. **CLOSED SESSION – Pursuant to Government Code section 54957 and San Francisco Administrative Code section 67.10(b)**

   Public Employee Performance Evaluation: Evaluation of Executive Director, Sonia Melara

   The Closed Session began at 5:42 p.m. and ended at 6:12 p.m.

3. **RECONVENE IN OPEN SESSION**

   Commissioners and Ms. Melara discussed concerns regarding

   - whether or not to take the approval regarding the appointed committee and the

process to be used, including the survey,
- whether or not the Commissioners can meet *without* Ms. Melara to discuss the evaluation before the actual evaluation in Ms. Melara's presence, and
- the correct timeline for the Pay for Performance Program.

It was decided that Ms. Melara would contact Amy Ackerman, Deputy City Attorney, tomorrow, May 25th, to see if she can be at future meetings and guide/answer parliamentary questions. Ms. Melara will also contact President Miles by e-mail to set a date for a Special Meeting to be held next week.

1. **PRESIDENT'S REPORT**

President Miles reported on the following:

- She felt privileged to be on the Women Who Make a Difference Awards 2000 selection committee.
- She attended the Million Mom March and would like to continue to support future legislation introduced by Senators Barbara Boxer and Diane Feinstein. Commissioner Tulier asked if they (as Commissioners) could make resolutions to support gunless legislation. President Miles answered in the affirmative and requested Commissioner Tulier to spearhead that.
- She attended the Living Wage Task Force presentation and commended Commissioner Keehn for her good work.
- She explained that she made the decision to cancel yesterday's meeting with San Francisco Unified School District Board President Mary Hernandez for the following two reasons: 1) SLASH has already met with Ms. Owens, and 2) The meeting should be postponed until the new Superintendent is on board.

- Due to illness, the presentation of the Proclamation to Ximena Delgado is postponed to the June 28th meeting.
- She thanked the Commission for the speedy turnaround and support of the Certificates of Merit to Ms. Ruby Dee, Ms. Helena-Joyce Wright, and the Oakland Ensemble Theatre (OET).
- She inquired about the status of the Needs Assessment and Ms. Melara replied that the Commissioners had heard a presentation at the February 23, 2000 Special Meeting held at the St. Francis Memorial Hospital. A draft of the final report will be submitted at the end of June and the recommendations will be available in July.

1. **NEW BUSINESS**

- **Discussion and Possible Action to Revise Commission Letterhead**

Ms. Melara stated that Kit Chau, Executive Secretary, had sent all Commissioners samples of new letterheads for the Commission. Ms. Chau compiled and announced the top favorites.

ACTION: m/s/c (Murasa/Keehn/Unanimous) To adopt the letterhead that retains the original font with the following modifications: adding the web site and e-mail addresses, Commissioners' names and titles, and deleting Ms.

Melara's name and title.

1. **STAFF REPORT**

   - Ms. Melara stated that last week she was informally told by the Mayor's Budget office that they will put in the final $100,000. A day later, she was told that a Board Member needed to call the Mayor's Budget office in support of this item. Ms. Melara called Supervisor Barbara Kaufman, who immediately made the phone call and confirmed that the funding would be allocated. What this means is that the Department would now go before the Finance Committee at City Hall on June 21, 2000 with the Mayor's recommendation. However, there is no money allocated for emergency, clerical support, and CEDAW (Convention on the Elimination of All Forms of Discrimination Against Women) consulting.
   - Some of the Commissioners will be attending the National Association of Commissions for Women Convention Executive Committee Meeting tomorrow, May 25, 2000. However, a full report was sent to all Commissioners with this report.
   - Included in the packets are Commissioners' biographies (except for Commissioner Shorter's) and a revised version of staff biographies to include Departmental Personnel Officer, Ann Courtright.

1. **NEW BUSINESS**

   - **Assignment of Commissioners to Girls Program Committee/Task Force**

     ACTION: m/s/c (Murase/Keehn/Unanimous) To assign Commissioner Shorter to chair (with staff) the Girls Program Committee/Task Force and Commissioner Tulier as the Alternate.

1. **OLD BUSINESS**

   - **Budget Strategy**

     Commissioners discussed budget strategies for the Department.

     ACTION: m/s/c (Keehn/Murase/Unanimous) To have Commissioners meet with Members of the Board of Supervisors to discuss the Department's budget after first meeting with the Finance Committee members.

     President Miles appointed Commissioner Keehn to coordinate Commissioners' meetings with Members of the Board.

1. **REPORTS**

- **Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW) Task Force**

Commissioner Murase reported that the CEDAW Task Force voted to postpone the Department of Environment's gender analysis until late September.

1. **PUBLIC COMMENT**

There were no public comments.

2. **ANNOUNCEMENTS BY COMMISSIONERS**

- Commissioner Tulier made several announcements:

-She reported that for the second time, she was invited to speak on a pre-recorded radio show regarding women prisoners and the impact on their children. She also promoted the COSW's Out of Sight/Out of Mind Report and made the Department's phone number available. The radio show will be released soon and the Department should expect to receive some phone calls.

-She attended a workshop dealing with undoing racism this past weekend and would recommend this workshop for any interested parties.

- Commissioner Shorter made several announcements:

-She thanked the Commission for appointing her to the Girls Program Committee/Task Force.

-She mentioned that she had co-authored the Out of Sight/Out of Mind Report and was honored that the Commission adopted the report and formed a task force around it.

-She commended Ms. Kelly and the Department's good work at the Take Your Daughters to Work Day event. She felt honored to participate in this event, where she had the opportunity to speak to a group of 8th graders and observe them at the Supervisors' mock hearing.

- Commissioner Murase noticed that the Staff Report did not mention the Women's Luncheon to be held on June 16th and Ms. Melara replied that all the Commissioners had been sent invitations.

1. **ADJOURNMENT**

Meeting was adjourned at 7:02 p.m.

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Know Your Rights Under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

NOTICE OF SPECIAL MEETING

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Special Meeting
Thursday, June 1, 2000 at 4:00 P.M.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 82 (Ground Floor)
San Francisco, California 94102

American Sign Language interpreters and a Sound Amplification System provided upon request with 48-hour advance notice to 415-252-2570. Accessible parking available at the Civic Center Parking Garage, the parking lot on McAllister between Larkin and Polk and metered parking spaces adjacent to the building. Accessible BART station is the Civic Center Station on Market and between 7th & 8th Streets. Accessible MUNI Metro station in the Van Ness Station and lines are J, K, L and M. Accessible MUNI Lines are the 6, 7, 42, 49 and 71 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact Kit Chau at 415-252-2570 (Voice) or 415-252-2550 (TDD).

AGENDA

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Roster:
President Juanita Miles
Vice President Carolene Marks
Commissioner Dorka Keehn
Commissioner Emily Murase
Commissioner Andrea Shorter
Commissioner Valerie Tulier

** *Public Comment will be heard during each agenda item.*

1. CALL TO ORDER/ROLL CALL

2. ADOPTION OF AGENDA (ACTION ITEM)

3. PUBLIC COMMENT (on all matters pertaining to the closed session)

4. CLOSED SESSION – Pursuant to Government Code section 54957 and San Francisco Administrative Code section 67.10(b)
   Public Employee Performance Evaluation: Evaluation of Executive Director, Sonia Melara

5. RECONVENE IN OPEN SESSION
   ACTION ITEM: Vote to disclose any or all discussions held in closed session.
   San Francisco Administrative Code section 67.12(a)

6. DISCUSSION AND POSSIBLE ACTION TO AWARD ADDITIONAL COMPENSATION UNDER PAY FOR PERFORMANCE PROGRAM TO THE EXECUTIVE DIRECTOR

7. ADJOURNMENT

Know Your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
MINUTES
Special Meeting
Thursday, June 1, 2000 at 4:00 P.M.
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1. CALL TO ORDER/ROLL CALL

Meeting was called to order at 4:08 p.m. by President Miles. Commissioner Keehn arrived at 4:10 p.m. Ms. Ackerman, Deputy City Attorney, was present for part of the Closed Session.

MEMBERS PRESENT	STAFF PRESENT
President Juanita Miles	Sonia Melara
Vice President Carolene Marks	Kit Chau
Commissioner Dorka Keehn	Amy Ackerman
Commissioner Emily Murase	
Commissioner Andrea Shorter	
Commissioner Valerie Tulier	

2. ADOPTION OF AGENDA (ACTION ITEM)

m/s/c (Marks/Murase/Unanimous) To adopt the agenda as submitted.

3. PUBLIC COMMENT (on all matters pertaining to the closed session)

There were no public comments.

4. CLOSED SESSION – Pursuant to Government Code section 54957 and San Francisco Administrative Code section 67.10(b)

Public Employee Performance Evaluation: Evaluation of Executive Director, Sonia Melara.

The Closed Session began at 5:00 p.m. and ended at 5:45 p.m.

5. **RECONVENE IN OPEN SESSION (ACTION ITEM)**
   m/s/c (Keehn/Marks/Unanimous) To not disclose any or all discussions held in closed session.
   San Francisco Administrative Code section 67.12(a)

6. **DISCUSSION AND POSSIBLE ACTION TO AWARD ADDITIONAL COMPENSATION UNDER PAY FOR PERFORMANCE PROGRAM TO THE EXECUTIVE DIRECTOR**
   m/s/c (Murase/Shorter/Unanimous) It was decided that the Executive Director would be awarded a 1% bonus as additional compensation under Pay for Performance program.

7. **ADJOURNMENT**
   Meeting was adjourned at 6:00 p.m.

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(Chapter 67 of the San Francisco Administrative Code)

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

NOTICE OF SPECIAL MEETING

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Special Meeting
Wednesday, June 28, 2000 at 4:00 P.M.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 408
San Francisco, California 94102

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AGENDA

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Roster:
President Juanita Miles
Vice President Carolene Marks
Commissioner Dorka Keehn
Commissioner Emily Murase
Commissioner Andrea Shorter
Commissioner Valerie Tulier

** ***Public Comment will be heard during each agenda item.***

1. **CALL TO ORDER/ROLL CALL**

2. **PUBLIC COMMENT** (on all matters pertaining to the Closed Session)

3. **CLOSED SESSION**- Pursuant to Government Code section 54957 and San Francisco Administrative Code section 67.10(b)
   Public Employee Performance Evaluation: Evaluation of Executive Director, Sonia Melara

4. **RECONVENE IN OPEN SESSION**
   ACTION ITEM: Vote to disclose any or all discussions held in Closed Session. San Francisco Administrative Code section 67.12(a)

5. DISCUSSION AND POSSIBLE ACTION TO AWARD ADDITIONAL COMPENSATION UNDER PAY FOR PERFORMANCE PROGRAM TO THE EXECUTIVE DIRECTOR

6. ADOPTION OF AGENDA (ACTION ITEM)

7. APPROVAL OF MINUTES
   - Regular Meeting held Wednesday, May 24, 2000 (Action Item)
   - Special Meeting held Thursday, June 1, 2000 (Action Item)

8. PRESIDENT'S REPORT
   - Presentation of Proclamation to Ximena Delgado (Discussion Item)
   - Certificates of Merit for Ms. Ruby Dee, Ms. Helena-Joyce Wright, and the Oakland Ensemble Theatre (Discussion Item)
   - Monthly Conferences with Vice President Marks and Sonia Melara, Executive Director (Discussion Item)

9. EXECUTIVE DIRECTOR'S REPORT
   - Farewell Remarks from Melyssa Jo Kelly, Administrator, Violence Against Women Programs (Discussion Item)
   - National Association of Commissions for Women Convention (Discussion Item)

10. NEW BUSINESS
    - Presentation on United Council of Human Services-Barbara Brown (Discussion Item)
    - Presentation on Employment Non-Discrimination Act and Family & Medical Leave Care Act-Chris Hwang (Discussion and Possible Action to Support and Introduce as Resolutions at the National Association of Commissions for Women Convention, July 5-9.)

11. REPORTS
    - Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW) Task Force (Discussion Item)

12. PUBLIC COMMENT

13. ANNOUNCEMENTS BY COMMISSIONERS (DISCUSSION ITEM)

14. ADJOURNMENT

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Commission on the Status of Women
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Sonia Melara, Executive Director

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
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Wednesday, June 28, 2000 at 4:00 P.M.
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AMENDED AGENDA
(Revised June 22, 2000)

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Roster:
President Juanita Miles
Vice President Carolene Marks
Commissioner Dorka Keehn
Commissioner Emily Murase
Commissioner Andrea Shorter
Commissioner Valerie Tulier

** *Public Comment will be heard during each agenda item.*

1. **CALL TO ORDER/ROLL CALL**

2. **PUBLIC COMMENT** (on all matters pertaining to the Closed Session)

3. **CLOSED SESSION**- Pursuant to Government Code section 54957 and San Francisco Administrative Code section 67.10(b)
   Public Employee Performance Evaluation: Evaluation of Executive Director, Sonia Melara

4. RECONVENE IN OPEN SESSION
   ACTION ITEM: Vote to disclose any or all discussions held in Closed Session. San Francisco Administrative Code section 67.12(a)

5. DISCUSSION AND POSSIBLE ACTION TO AWARD ADDITIONAL COMPENSATION UNDER PAY FOR PERFORMANCE PROGRAM TO THE EXECUTIVE DIRECTOR

6. ADOPTION OF AGENDA (ACTION ITEM)

7. APPROVAL OF MINUTES
   - Regular Meeting held Wednesday, May 24, 2000 (Action Item)
   - Special Meeting held Thursday, June 1, 2000 (Action Item)

8. PRESIDENT'S REPORT
   - Presentation of Proclamation to Ximena Delgado (Discussion Item)
   - Certificates of Merit for Ms. Ruby Dee, Ms. Helena-Joyce Wright, and the Oakland Ensemble Theatre (Discussion Item)
   - Monthly Conferences with Vice President Marks and Sonia Melara, Executive Director (Discussion Item)

9. EXECUTIVE DIRECTOR'S REPORT
   - Farewell Remarks from Melyssa Jo Kelly, Administrator, Violence Against Women Programs (Discussion Item)
   - National Association of Commissions for Women Convention (Discussion Item)

10. NEW BUSINESS
    - Presentation on United Council of Human Services-Barbara Brown (Discussion Item)
    - Presentation on Employment Non-Discrimination Act and Family & Medical Leave Care Act-Chris Hwang (Discussion and Possible Action to Support and Introduce as Resolutions at the National Association of Commissions for Women Convention, July 5-9.)
    - Discussion and Possible Action on Executive Director's Performance Measures for Years 2000-2001

11. REPORTS
    - Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW) Task Force (Discussion Item)

12. PUBLIC COMMENT

13. ANNOUNCEMENTS BY COMMISSIONERS (DISCUSSION ITEM)

14. ADJOURNMENT

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Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

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1. CALL TO ORDER/ROLL CALL

Vice President Marks called meeting to order at 4:17 p.m. President Miles arrived at 5:35 p.m.

MEMBERS PRESENT	STAFF PRESENT
President Juanita Miles	Sonia Melara
Vice President Carolene Marks	Amy Ackerman
Commissioner Dorka Keehn	Kit Chau
Commissioner Emily Murase	Ann Courtright
Commissioner Andrea Shorter	Melyssa Jo Kelly
Commissioner Valerie Tulier	

2. ADOPTION OF AGENDA (ACTION ITEM)

The Commissioners voted to move up any reports involving the staff and to delay the Closed Session until President Miles was present.

m/s/c (Keehn/Murase/Unanimous) To adopt the agenda with the amendment to change the order of several agenda items.

3. APPROVAL OF MINUTES

m/s/c (Murase/Keehn/Unanimous) To approve the minutes of the Wednesday, May 24, 2000 Regular Meeting. (Action Item)

m/s/c (Murase/Keehn/Unanimous) To approve the minutes of the Thursday, June 1, 2000 Special Meeting. (Action Item)

4. **REPORTS**

Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW) Task Force

Commissioner Murase reported that the CEDAW Task Force had a very impressive meeting with Gwendolyn Tucker, Assistant Chief of the Adult Probation Department, last week. She also reported that next month will be CEDAW's 20th Anniversary. Vice President Marks and Commissioner Keehn commended Commissioner Murase for her good work.

5. **NEW BUSINESS**

Presentation on United Council of Human Services-Barbara Brown

Vice President Marks announced that due to an emergency, Barbara Brown, the Executive Director of United Council of Human Services would not be present today. Her presentation will be tabled over to the July 26, 2000 Commission Meeting at the Bayview Library. Vice President Marks requested that the Commissioners receive a list of all the community organizations who have received the July 26, 2000 Commission Meeting flyer.

6. **EXECUTIVE DIRECTOR'S REPORT**

In addition to submitting written reports prepared by her and the staff, Sonia Melara, Executive Director, reported on the following:

National Association of Commissions for Women Convention

All logistics are in place, aside from the fact that Senator Feinstein is not coming after all. There are about 250 Full Registrations, another 50-60 Friday One Day Registrations, and another 100 Women Who Make a Difference (WWMAD) Registrations for Thursday. Vice President Marks commended Ms. Melara for her good work. Ms. Melara reported that Commissioner Tulier facilitated a donation of fragrances by Bloomingdales. At the "A Taste of San Francisco" event, there will be various performances and a comedy routine.

7. **ANNOUNCEMENTS BY COMMISSIONERS**

- Commissioner Murase announced that the Asian Pacific American Women's Leadership Institute is hosting a one-day conference on July 15th in San Francisco.
- Commissioner Shorter announced that June is Lesbian Gay Bisexual Transgender Pride Month. Last month she participated in the Lesbian Health Forum and encourages the Commissioners to monitor the message over the next several months. Commissioners discussed the possibility that someone come to speak on the pressing issues.
- Vice President Marks made several announcements:

  -She received a letter from the Women's Financial Network requesting for the Commission's support. She would like this to be placed on the agenda of the July 26, 2000 Commission Meeting.

  -She mentioned that she would prefer to find out about upcoming events before the events take place over hearing reports on the events after the events already took place.

  -She thanked Amy Ackerman, Deputy City Attorney, for making herself available at the Commission Meetings.
- Commissioner Tulier thanked the Friends of the COSW and Commissioner Keehn for making it possible for herself, President Miles, Commissioner Keehn, and Ms. Melara to attend the Women Count's Luncheon, whose main message was that young women should exercise their voting rights.

- Commissioner Keehn announced that she received a $25, 000 check from Supervisor Newsom for W.O.M.A.N., Inc.'s emergency fund today.

8. NEW BUSINESS
Presentation on Employment Non-Discrimination Act (ENDA) and Family & Medical Leave Act (FAMLA)-Chris Hwang (Discussion and Possible Action to Support and Introduce as Resolutions at the National Association of Commissions for Women (NACW) Convention, July 5-9.)
Ms. Melara introduced Chris Hwang, a lawyer with the National Center for Lesbian Rights (NCLR), who presented background information on several pieces of legislation pending before Congress and asked the Commission to support and introduce as resolutions at the NACW Convention.
ACTION: m/s/c (Keehn/Murase/Unanimous) To support the passage of ENDA.
Due to the full agenda, there was no time for Ms. Hwang to make a presentation on FAMLA, but the Commissioners were provided written information prepared by NCLR.

9. EXECUTIVE DIRECTOR'S REPORT
Ms. Melara introduced Ann Courtright, Departmental Personnel Officer. Ms. Courtright explained that she reports to Ms. Melara and three (3) other Department Heads. Her goal is to help the Department in any way possible to function better. She stated that she feels very privileged to work with the Commission and the Department.

10. PUBLIC COMMENT (on all matters pertaining to the Closed Session)
There were no public comments.

11. CLOSED SESSION-Pursuant to Government Code section 54957 and San Francisco Administrative Code section 67.10(b)
Public Employee Performance Evaluation: Evaluation of Executive Director, Sonia Melara
The Closed Session began at 5:07 p.m. and temporarily ended at 5:40 p.m. because Ximena Delgado, Past President of COSW, and Melyssa Jo Kelly, Administrator, Violence Against Women Programs, became present.

12. RECONVENE IN OPEN SESSION

13. PRESIDENT'S REPORT
-President Miles read, signed and dated the Proclamation to Ximena Delgado. Ms. Delgado, Past President of COSW, expressed her gratitude and commended all the Commissioners for their meaningful contributions.
-President Miles stated that the rest of her report would be tabled over to the next Commission Meeting.

14. EXECUTIVE DIRECTOR'S REPORT
Melyssa Jo Kelly, Administrator, Violence Against Women Programs, gave her farewell remarks. She noted that since 1996, she has worked closely with other City Departments and community groups to improve programs, meet the needs of under-served populations, and ensure that services are community-based, culturally competent and accessible. She commented that it has been an honor and pleasure to work with everyone. She took the opportunity to commend Ms. Melara for her tremendous work in building the Department's resources. All Commissioners thanked Ms. Kelly for her diligent work.

15. **APPROVAL OF MINUTES (ACTION ITEM)**

m/s/c (Keehn/Murase/Unanimous) To correct the minutes of the June 1, 2000 Special Meeting to reflect the fact that the Executive Director would be awarded a 1% bonus as additional compensation under Pay for Performance program.

16. **PUBLIC COMMENT (on all matters pertaining to the Closed Session)**

There were no public comments.

17. **CLOSED SESSION-Pursuant to Government Code section 54957 and San Francisco Administrative Code section 67.10(b)**

Public Employee Performance Evaluation: Evaluation of Executive Director, Sonia Melara

The Closed Session continued from 6:25 p.m. to 7:45 p.m.

18. **RECONVENE IN OPEN SESSION**

19. **DISCUSSION AND POSSIBLE ACTION TO AWARD ADDITIONAL COMPENSATION UNDER PAY FOR PERFORMANCE PROGRAM TO THE EXECUTIVE DIRECTOR**

m/s/c (Murase/Shorter/Unanimous) To submit the rating as is and provide a 1% bonus.

20. **DISCUSSION AND POSSIBLE ACTION ON EXECUTIVE DIRECTOR'S PERFORMANCE MEASURES FOR YEARS 2000-2001**

m/s/c (Murase/Marks/Unanimous) To submit the performance measures as presented with the indication that the Commissioners will work on specific ratings and will be revised for the January deadline.

21. **Adjournment**

Meeting was adjourned at 8:00 p.m.

Know Your Rights Under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

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City & County of San Francisco
Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Neighborhood Meeting
Wednesday, July 26, 2000 at 5:30 P.M.
San Francisco Public Library Bayview-Walden Branch
5057 Third Street (at Revere)
San Francisco, California 94124

American Sign Language Interpreters and a Sound Amplification System provided upon request with 48-hour advance notice to 415-252-2570. Limited accessible street parking available. Accessible MUNI Lines are the 15, 44, 23 and 24 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact Rosario Navarrette at 415-252-2570 (Voice) or 415-252-2550 (TDD).

AGENDA

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Roster:
President Juanita Miles
Vice President Carolene Marks
Commissioner Dorka Keehn
Commissioner Emily Murase
Commissioner Andrea Shorter
Commissioner Valerie Tulier

** ***Public Comment will be heard during each agenda item.***

1. **CALL TO ORDER/ROLL CALL**

2. **ADOPTION OF AGENDA (ACTION ITEM)**

3. **APPROVAL OF MINUTES**
- **Special Meeting held Wednesday, June 28, 2000 (Action Item)**

4. **PRESIDENT'S REPORT**
- **Certificates of Merit for Ms. Ruby Dee, Ms. Helena-Joyce Wright, and the Oakland Ensemble Theatre (Discussion Item)**
- **Monthly Conferences with Vice President Marks and Sonia Melara, Executive Director (Discussion Item)**

5. EXECUTIVE DIRECTOR'S REPORT
- National Association of Commissions for Women Convention (Discussion Item)

6. NEW BUSINESS
- Presentation on United Council of Human Services-Barbara Brown (Discussion Item)
- Presentation on WFN Women's Financial Network (Discussion Item)
- Violence Against Women Emergency Fund Report-Beverly Upton, Director, W.O.M.A.N., Inc. (Discussion Item)

7. REPORTS
- Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW) Task Force (Discussion Item)
- Updates (time permitting-Discussion Item):
  - Living wage
  - SFUSD Sexual Harassment Prevention Program
  - Paid Parental Leave

8. PUBLIC COMMENT

9. ANNOUNCEMENTS BY COMMISSIONERS (Discussion Item)

10. ADJOURNMENT

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AMENDED AGENDA

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1. **CALL TO ORDER/ROLL CALL**

2. **ADOPTION OF AGENDA (ACTION ITEM)**

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4. **PRESIDENT'S REPORT**
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5. EXECUTIVE DIRECTOR'S REPORT

- National Association of Commissions for Women Convention (Discussion Item)

6. NEW BUSINESS

- Presentation by Tracy Brown on the YWCA Mission Girls Services (Discussion Item)
- Presentation by Deborah Alvarez-Rodriguez on the status of childcare in the new year's budget, gender parity issues in DCYF funding and SafeStart Project (Discussion Item)
- Presentation on United Council of Human Services-Barbara Brown (Discussion Item)
- Presentation on WFN Women's Financial Network (Discussion Item)
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8. PUBLIC COMMENT

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Commission on the Status of Women
25 Van Ness, Room 130, San Francisco, CA 94102 (415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

Join the Commission on the Status of Women
for a

Meeting in your Community

Focusing on Youth Services

Wednesday, July 26, 2000
5:30 – 7:00 p.m.

San Francisco Public Library
Bayview-Waden Branch
5075 Third Street (at Revere)
San Francisco, CA 94124

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An opportunity to talk about issues impacting women and girls in your neighborhood

For additional information or to be placed on the agenda, call the San Francisco Commission on the Status of Women at 415-252-2570

The mission of the San Francisco Commission on the Status of Women is "To insure equal treatment and foster the socioeconomic, political and educational advancement of all women and girls throughout San Francisco through policies, legislation and programs, focusing primarily on populations in need."

The above meeting facility is accessible for persons with disabilities. Reasonable accommodations can be made to facilitate the participation of disabled individuals upon request within 48 hours advance notice to 415-252-2570(Voice) or 415-252-2550(TDD)

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
MINUTES
Neighborhood Meeting
Wednesday, July 26, 2000 at 5:30 P.M.
San Francisco Public Library Bayview-Walden Branch
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1. CALL TO ORDER/ROLL CALL
President Miles called to order at 5:33 p.m.

MEMBERS PRESENT
President Juanita Miles
Vice President Carolene Marks
Commissioner Emily Murase
Commissioner Andrea Shorter

STAFF PRESENT
Sonia Melara
Ann Lehman
Rosario Navarrette
Christina Neuner

MEMBERS EXCUSED
Commissioner Dorka Keehn
Commissioner Valerie Tulier

1. ADOPTION OF AGENDA (ACTION ITEM)
m/s/c (Marks, Murase, Unanimous) **To adopt the agenda for Wednesday, July 26, 2000.**

2. APPROVAL OF MINUTES
m/s/c (Marks, Murase, Unanimous) **To approve the amended minutes of the Special Meeting held Wednesday, June 28, 2000. Item 19 will read, "To submit without documentation and provide a 1% bonus."**

3. PRESIDENT'S REPORT
- **Certificates of Merit for Ms. Ruby Dee, Ms. Helena-Joyce Wright, and the Oakland Ensemble Theatre**

President Miles states she did not get to make a report the last meeting but thanks the Commission and staff for their support in presenting certificates of merit to Ruby Dee, Helena-Joyce Wright, and the Oakland Ensemble Theatre.

- **Monthly Conferences with Vice President Marks and Sonia Melara, Executive Director**

•Monthly conference calls between Vice President Marks and Sonia Melara will resume August 14, 2000, for updates on staff and any other issues on which Commissioners should be notified.

•President Miles commended staff for their efforts hosting the National Association of Commissions for Women(NACW) Annual Convention. She added that it was a wonderful convention and that women across the nation were very pleased.

4. EXECUTIVE DIRECTOR'S REPORT

- **National Association of Commissions for Women Convention**

•Ms. Melara stated a complete report is not available but at the next Commission meeting she will issue a full report of the NACW Convention. She mentioned that the convention was very successful and involved various members of the community, both locally and nationally. However, the revenue expected was not realized. She received good feedback and thanked the Commissioners for being there and for their support.

•Commissioner Murase echoed President Miles and Ms. Melara' s words on the convention. She asked if evaulations would be available. Ms. Melara replied they will be available with the full report.

5. NEW BUSINESS

- **Violence Against Women Emergency Fund Report-Beverly Upton, Director, W.O.M.A.N., Inc.**

Beverly Upton thanked the Commission for being moved up on the agenda as well as for the emergency fund. She explained the details and success of the emergency fund as providing services such as counseling and hotlines for women victims of domestic violence. With financial backing and support she believes these women can get out of their abusive situations. She brought anecdotal information and shared stories of the women who have been helped through the emergency fund. The turnaround is usually same day for cash, otherwise usually the following day. Sometimes it takes a couple of days if they are waiting to get documentation such as a lease. Word is getting out about the program. She presented an intake form created from the department's criteria. Clarification regarding when determination is made to help a woman throught the emergency fund was made. Commissioner Murase expressed concern about renewal of this fund and suggested publicizing, especially to bring W.O.M.A.N., Inc. to the attention of the Board of Supervisors.

- **Presentation by Tracy Brown on the YWCA Mission Girls Services**

•Tracy Brown, Director of YWCA Mission Girls Services, spoke on the recent accomplishments of YWCA to provide educational services for girls in the Mission district which are now in Spanish. COSW funding allows them to produce a magazine to educate girls on abuse, surveys on how to tell if you are in an abusive relationship, and a video that educates on statuatory rape. Lidia Sanchez, the group facilitator, stated they go to schools with a curriculum which includes topics such as body image, sexual harrassment, a self defense workshop (through SFWAR), statuatory rape, and relationship abuse. Upon Commissioner Shorter's questioning, Ms. Brown explained that they are funded to conduct girl specific programs; what they have found in working with you in the schools is that after viewing the material presented by girls, boys in the audience are the ones who ask all the questions and are generally more vocal.

Commissioner Shorter requests a five minute break. President Miles calls the meeting to resume at 6:31 p.m.

•Vylma Ortiz, Staff Attorney at Community Defenders Office of the Bayview/Hunters Point Foundation, spoke on their program working to prevent domestic violence among youth. She works with peer educators who talk with boys and girls on the importance of having a peer relationship. They are in the process of producing a video about domestic violence with different scenarios and are going to present it to a group of teens.

- **Presentation by Deborah Alvarez-Rodriguez, Executive Director of the Department of Children, Youth, and Families (DCYF)**

•Deborah Alvarez-Rodriguez has been Director of DCYF for about 19 months. She was directed by the Mayor to develop polices for best practices, innovative activities, expansion of services in the City as well as promote access, improve quality, and engage community. Their budget has increased to $27.5 million for 2000-2001. They have received calls from all over the country for having created a national model for childcare and early childhood education. Now they are looking at what the expanding needs for children are in San Francisco. This year they have funded 17 new organizations and are looking at the changing demographics of children in the City, especially focusing on expanding services to areas like the Richmond, Sunset, and others.

This year DCYF has served over 72, 000 youth ages 0-17; approximately half the number of children in San Francisco. This year they are spending $485, 000 on gender specific girls and young women's programs as compared to $50, 000 on boys' services. Their mission in not just to serve girls, but what they have found in co-ed programs is that boys typically dominate, leaving less attention for girls.

Fellow staff member Dolores Terrazas spoke of the high attrition rate of childcare providers due to low wages. She explained how DCYF is rewarding those entering the childcare industry as well as those who have stayed by providing them with a stipend. She distributed the first report on children ages 0-5.

Beverly Green Simmons, Project Director of SafeStart, said that the focus of SafeStart is to work towards family and community violence prevention for children 0-6 yrs old. Their approach is prevention, intervention, and treatment, with a comprehensive service delivery for children. Ms. Alvarez-Rodriguez responded to a question about the impact of the living wage by stating that there is an initiative separate from the living wage proposal to bring wages of childcare providers in San Francisco up to $9/hr.

Vice President Marks leaves at 7:10 p.m.

Ms. Alvarez-Rodriguez mentioned that DCYF changed their Mission Statement to work with parents, youth, community-based organizations, and to build the capacity of neighborhoods. The Children's Fund new initiative amendment will be on ballot this year and she requested the Commission's support.

- **Presentation on United Council of Human Services-Barbara Brown**

President Miles noted that Barbara Brown was not present and therefore no presentation was available.

- **Presentation on WFN Women's Financial Network**

The item was to be introduced by Vice President Marks who had already left. Ms. Melara explained that WFN is a for profit organization that is trying to recruit customers, and it is not an appropriate organization for the Commission or Department to be involved with.

6. REPORTS

- **Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW) Task Force**

Commissioner Murase spoke about two recent articles by the CEDAW Task Force and staff that were featured in newspapers: one was an editorial in the Chronicle about the 20th anniversary of CEDAW; the other was an editorial in the Daily Journal which also gave details on the Juvenile Probation Department and the Department of Public Works which are the first two departments the CEDAW Task Force has worked with.

- **Updates**

  Living wage

Ms. Lehman distributed a living wage fact sheet, including most of the suggestions made by COSW. She said the requirements regarding health care benefits apply to more people than the Living Wage Initiative.

- **San Francisco Unified School District Sexual Harassment Prevention Program**

Ms. Lehman announced that the School Board has hired a half time Sexual Harrassment Coordinator who will be under Student Services rather than Student Health and will be announced at the SFUSD Board of Education meeting in August.

- **Paid Parental Leave**

The unemployment regulation is now permanent and permits states to use unemployment funds to allow parents to take paid leave after the birth or adoption of a child.

7. PUBLIC COMMENT

8. ANNOUNCEMENTS BY COMMISSIONERS

President Miles announced that COSW will take action to pass a resolution for theEmployment Non Discrimination Act (ENDA) at the next meeting.

9. ADJOURNMENT

President Miles called for the meeting to adjourn at 7:33 p.m.

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COMMISSION ON THE STATUS OF WOMEN
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AGENDA

Roster:

President Juanita Miles
Vice President Carolene Marks
Commissioner Valerie Tulier
Commissioner Dorka Keehn
Commissioner Emily Murase

** ***Public Comment will be heard during each agenda item.***

1. CALL TO ORDER/ROLL CALL

2. ADOPTION OF AGENDA

3. ADOPTION OF MINUTES
- Meeting held Wednesday, July 26, 2000.

4. PRESIDENT'S REPORT

5. EXECUTIVE DIRECTOR'S REPORT
- National Association of Commissions for Women Convention full report + evaluations

6. STAFF REPORT

7. OLD BUSINESS

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- To pass resolution in support of the Employment Non Discrimination Act (ENDA) (action item)
- To pass resolution in support of amendment to the Family and Medical Leave Act (FMLA)
- Update on Violence Against Women (VAW) Needs Assessment (discussion/possible action item)
- Friends - Update

8. NEW BUSINESS
   - Presentation by Ann Courtright, Memorandum of Understanding and other personnel matters (discussion only)
   - Election of officers to be held today (discussion and action item)

9. PUBLIC COMMENT

10. ANNOUNCEMENTS

11. ADJOURNMENT

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3/00

JUANITA MILES
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EMILY MURASE
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ANDREA SHORTER
Commissioner

VALERIE TULIER
Commissioner

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
MINUTES
Regular Meeting
Wednesday, August 23, 2000 at 5:00 P.M.
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Vice President Carolene Marks
Commissioner Andrea Shorter
Commissioner Valerie Tulier

Excused:
Commissioner Dorka Keehn
Commissioner Emily Murase

1. **CALL TO ORDER/ROLL CALL**
President Miles opened the meeting at 5:17 p.m., noting there was no quorum to take action on any item. However, since the consultant for the Violence Against Women Needs Assessment was present, Commissioners agreed to hear the report. The meeting was closed at 5:34 p.m. Commissioner Andrea Shorter arrived at 5:38 p.m., and the meeting was reopened by President Miles.

2. **ADOPTION OF AGENDA**
m/s/c (Marks/Miles/Unanimous) **To adopt the agenda.**

3. **APPROVAL OF MINUTES**
m/s/c (Marks/Shorter/Unanimous) **To approve the minutes for the Wednesday, July 26, 2000, Neighborhood Meeting.**

4. **PRESIDENT'S REPORT**
There was no report available.

5. **STAFF REPORT**
A full written report was included in the Commissioners' packets.

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6. **OLD BUSINESS**

- **To support the Employment Non Discrimination Act (ENDA) Resolution**
  m/s/c (Shorter/Marks/Unanimous)

- **To support Resolution on the amendment to the Family and Medical Leave Act (FMLA)**
  m/s/c (Tulier/Miles/Unanimous)

- **Update on Violence Against Women (VAW) Needs Assessment**
  Seline Sakupinski Quiroga of Access Social Knowledge/Culture Cures Consulting (ASK/CCC) reported on the completion of Phases One and Two for the VAW Needs Assessment. In Phase One the researchers interviewed 50 agencies that provide direct services to women and girls (both specifically around violence and not), including all of the COSW-funded agencies. Phase One of the assessment was conducted through open-ended interviews and focused on the types of services provided, the populations that are considered to be at-risk, and common concerns of clients around issues of violence. One finding to date is that culturally/linguistically appropriate new models need to be developed to help break the cycle of violence, and that collaboration among agencies is needed. In Phase Two, focus groups were conducted with women who have experienced violence. The focus groups looked at the needs of the women, their desires for services, and the barriers surrounding them. Phase Three is still in progress, and consists of surveys that are conducted by phone and by pen and paper.

  Phases One and Two solicited data from both individuals (clients) and agencies (service providers) and so was not entirely client centered. However, Phase Three will sample a large number of individuals and thus will be both client-centered and will produce statistically significant results. The Final Report will integrate data of all phases and will result in findings that are both client-centered and representative of San Francisco's population.

- **Friends – Update**
  There was no update available.

7. **NEW BUSINESS**

- **Presentation by Ann Courtright, Memorandum of Understanding and other personnel matters**
  -Ann Courtright was ill and did not attend the meeting. Sonia Melara indicated that she will be making the presentation at a future meeting, possibly in October when all Commissioners will be present.

- **Election of officers to be held today**
  -To reelect President Juanita Miles as President of COSW. Vice President Marks nominated President Miles for president. m/s/c (Shorter/Tulier/Unanimous)
  -To reelect Vice President Carolene Marks as Vice President of COSW. Commissioner Shorter nominated Vice President Marks for Vice President. m/s/c (Shorter/Tulier/Unanimous)

8. **PUBLIC COMMENT**
   There were no public comments.

9. ANNOUNCEMENTS

-Commissioner Valerie Tulier reported that an event was in progress in the Mission District entitled "Art and BART," which encouraged girls to take public transportation to museums, cultural events, etc. The girls from the YWCA Mission Girls Services were using this opportunity to distribute the COSW survey.

-Commissioner Andrea Shorter announced she will have someone report on the Lesbian Health Summit for the next meeting.

-Sonia Melara announced that Commissioner Emily Murase has been selected to receive an award from the Asian Women's Resource Center. The awards ceremony will take place on Friday, September 22, 2000. Information is included in the Commissioners packets.

10. ADJOURNMENT

President Miles adjourned the meeting at 5:48 p.m.

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(Chapter 67 of the San Francisco Administrative Code)

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Commission on the Status of Women
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UANITA MILES
resident

AROLENE MARKS
ice President

ORKA KEEHN
ommissioner

MILY MURASE
ommissioner

NDREA SHORTER
ommissioner

ALERIE TULIER
ommissioner

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Wednesday, September 27, 2000 at 5:00 P.M.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 408
San Francisco, CA 94102

American Sign Language interpreters and a Sound Amplification System provided upon request with 48-hour advance notice to 415-252-2570. Limited accessible street parking available. Accessible MUNI Lines are the 15, 44, 23 and 24 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact Rosario Navarrette at 415-252-2570 (Voice) or 415-252-2550 (TDD).

AGENDA

Roster:

President Juanita Miles — *Commissioner Dorka Keehn*
Vice President Carolene Marks — *Commissioner Emily Murase*
Commissioner Valerie Tulier — *Commissioner Andrea Shorter*

** ***Public Comment will be heard during each agenda item.***

1. **CALL TO ORDER/ROLL CALL**

2. **ADOPTION OF AGENDA (Action item)**

3. **APPROVAL OF MINUTES (Action item)**
- Meeting held Wednesday, August 23, 2000.

4. **PRESIDENT'S REPORT**

5. **EXECUTIVE DIRECTOR'S REPORT**
- Staffing
- 25 Year Report
- Annual Strategic Planning Meeting

6. **OLD BUSINESS**

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7. **NEW BUSINESS**

- Modes of communication to Commissioners **(Discussion/possible action item)**
- Presentation on economic development of programs for women by the Renaissance Center, Women's Initiative for Self Employment, and the Asian Neighborhood Design **(Discussion item)**
- The question of reauthorization of the CEDAW Ordinance **(Discussion/ possible action item)**

8. **PUBLIC COMMENT**

9. **ANNOUNCEMENTS**

10. **ADJOURNMENT**

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President

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Vice President

DORKA KEEHN
Commissioner

EMILY MURASE
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ANDREA SHORTER
Commissioner

VALERIE TULIER
Commissioner

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
MINUTES
Regular Meeting
Wednesday, September 27, 2000 at 5:00 P.M.
City Hall, 1 Dr. Carlton B. Goodlett Place, room 408
San Francisco, California 94102

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MEMBERS PRESENT
President Juanita Miles
Vice President Carolene Marks
Commissioner Dorka Keehn
Commissioner Andrea Shorter

EXCUSED
Commissioner Emily Murase
Commissioner Valerie Tulier

STAFF PRESENT
Sonia Melara
Christina Neuner
Susan Murphy

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1. **CALL TO ORDER/ROLL CALL**
   President Miles called to order at 5:09 p.m.

2. **ADOPTION OF AGENDA**
   m/s/c (Keehn, Shorter, Unanimous) To adopt the agenda for Wednesday, September 27, 2000.

3. **APPROVAL OF MINUTES**
   m/s/c (Keehn, Marks, Unanimous) To approve the minutes of the Regular Meeting held Wednesday, August 23, 2000.

4. **PRESIDENT'S REPORT**

- Letter sent to the Unified School District regarding Resolution 9427A10 on sexual harassment.

- **A meeting was held with the consultant for the retreat to be held in October.** President Miles, Vice President Marks and Ms. Sonia Melara attended the meeting.

EXECUTIVE DIRECTOR'S REPORT

- **Staff Report**

  A full written report was included in the Commissioner's packet.

  Ms. Melara spoke on the following:

  - **Staffing**: Introduction of Susan Murphy as new Executive Assistant. President Miles acknowledged and commended Christina Neuner and Carol Sacco for their support of the executive assistant duties in the interim.
  - **25 Year Report**: A meeting was held at former Commission President Patti Chang's residence. Approximately 15 women attended who provided valuable information to be included in the report.
  - **Annual Strategic Planning Meeting**: Will be held at the Golden Gate Club. The consultants have promised that the needs assessment preliminary draft is going to be available next week. The entire report will not be available until November.
  - **The Violence Against Women Event**: Will be held October 18, 2000, at Il Fornaio from 5:30 p.m.-7:30 p.m. Once the invitations are completed they will be sent to all Commissioners.
  - **The Public Information Campaign**: A report sent by the consultants is attached. The department will receive approximately $100,000 worth of placements for about $25,000.
  - **Reminder**: Ms. Melara will be leaving for medical leave as of October 20th and will be away for approximately 6 weeks.

NEW BUSINESS

- **Modes of communication to Commissioners.**
  - Various Commissioners stated they had trouble receiving attachments or had technical difficulty via e-mail.
  - President Miles stated to fax urgent information.
  - Commissioner Dorka Keehn stated if urgent to call and leave a message.
  - It was decided that as much as possible, the department would use the most efficient form of communication to communicate with the Commissioners.

- **Presentation by Janet Lees, Program Director for the Renaissance Entrepreneurship Center**

  Janet Lees, Program Director stated that they are a non-profit organization that has been in existence since 1985. The Renaissance Entrepreneurship Center's mission is to empower and increase the entrepreneurial capacity of social and economically diverse people and thereby strengthen communities through the creation of new and sustainable businesses, new jobs and the promotion of financial self-sufficiency.

  The Center serves both men and women who want to start or grow a business. The way they accomplish goals are through programs and services such as intensive training classes, introduction to business classes, business planning class, grow your

own business class, business incubator, financing research center, special loans office, and women's business center. The Center's business incubator is currently housing 25 start-up companies, which are housed for a period of 6 months to 3 years. The objective is to create jobs for the local economy.

The women's business center focuses on women's issues and last year served 320 women. Presently, 60% of clients are women. Women are starting business at twice the rate of men. They have a very active linkage system. The types of issues that are particular to women are balancing family, leadership, technology and finance. Women were looking to be self-employed and to give themselves more flexibility. There are a lot of design type business such as clothing, craft, food (café, restaurants), arts, and staffing (graphic design, restaurants, high tech, etc...).

In terms of what kind of support is given for the financial support and technological divide, financial planning is covered extensively in the classes as well as outside aspects such as consultants who work with them. They offer training and are building more technology into the curriculum.

The Center does surveys every year on their graduates and the success rate is 80%. The Renaissance Center has a thorough screening process. The incubator has an incredibly high rate.

- **Presentation by Barbara Johnson, Executive Director of the Women's Initiative for Self Employment (WISE)**

Barbara Johnson, Executive Director, stated that the Women's Initiative was founded in 1988. Their mission is to assists low-income women to become economically self-sufficient by becoming successfully self-employed. They offer business training and technical assistance in English and Spanish. There are three sites located at Fox Plaza, Mission and downtown Oakland. Ms. Johnson stated that the description of their approach is similar to Ms. Lees. They also do community outreach through one on one and community based organizations linkages, churches, other organizations, childcare centers, word of mouth (strongest advocate) and media. They have serviced 500 to 1000 women a year. There is an initial screening and assessment process. The women have to be in the 50% median income or below, 30% are in poverty by Federal, HUD standards when they come into program. There is an 85-90% completion rate in the training program. Most 80-85% are staying in business.

Through fortunate national support, WISE has established a longitudinal tracking and violation system of businesses. In their pilot they tracked 49 women, 7% of them were self sufficient akin to moderate income, 44% by the end of 6 months were economically self- sufficient. WISE has been able to help their families through patching; wage self- employment, better money management, finding and reaching access to economic resources and bringing that back to the households.

The Spanish language program has the same objectives as the English language program but is not a translation of the English program; the Spanish language program is a culturally defined informed program, not an English interpretation.

A commercial kitchen incubator system in the Mission district is currently in the predevelopment stages. They would like to have linkages to markets and raw goods, the works. They are engaged in a relationship with a non-profit housing provider in the East Bay live/work space. There is a loan fund available because rarely will the women have good credit or be bankable. They have an equity based loan fund that has been built up and managed over the last 10 years. They have

given loans from $100 to $25,000 expansion loan and beyond, and there been a 95% payback in the last 10 years

- **Presentation by Cindy Mendoza, Interim Site Manager of the Asian Neighborhood Design (AND) Employment Training Center**

The Asian Neighborhood Design covers many facets of enabling disenfranchised people in San Francisco and the Bay Area. They also provide housing and community development, family and youth self-sufficiency services, employment training, and job and business creation for low-income communities. AND offers employment training with men and women in San Francisco and Oakland in the work force development and in the construction trades, provides hard skills training working on actual projects throughout the week and teaches carpentry, electrical, trades related math classes and life skills. They also work with welfare recipients – welfare to work participants. AND has serviced 100 last year in San Francisco and almost as many in Oakland. Half of the people in the program are women who are working with case managers to address issues such as childcare, transportation, and stable housing.

Another program AND works with is called the Construction Career Advancement Program, which is a partnership with seven non-profit organizations that work in the construction trades. Upon successful completion of the program they offer job placement, job retention services and other supportive services. They continue to offer supportive services and retention six months beyond placement. They prepare the trainees to let them know about the nature of the construction trade. They have brought in speakers to address sexual harassment, for jobs that are non-traditional careers for women. There is an 80% completion rate. The applicants must go through a rigorous intake process and assessment. Women who have low skills or no diploma will be able to make a livable wage.

70% of the participants were African American and a smaller portion was Asian, Latino and Caucasian. Welfare to work is referred by Department of Human Services and is referred with an employment specialist.

- **Discussion**

The Commissioners were interested in the relationship with Welfare to Work recipients and the racial ratio within the three programs.

Barbara Johnson: They have been holding steady at about 70% of the annual client service base for women of color with the exception of the Asian population. Do not have the capability to provide training in the various Asian languages. Have contracts with San Francisco and Alameda County for Welfare to Work participants.

It basically costs about $10,000 over a 2½-year average relationship with a woman to provide her the services. The recipients are succeeding. .

Janet Lees: Agreed with Ms. Johnson's comments regarding the Welfare to Work issues. They were funded through PIC and lost it this year. They are trying to serve more people with disabilities and have a contract with Voc Rehab. There are currently 3 people coming through. They serve 35%-40% predominately African American. They have special outreach in the Bayview district. Don't serve high percent of Hispanic or Asian. Serve HIV positive clients as well.

Barbara Johnson: Would like the system itself in both DHS and PIC be able to open itself up to be informed about self-employment as an option. It has been extremely difficult.

Cindy Mendoza: Stated that they have been challenged by trying to figure out how to account for retention, due to the nature of the construction business.

Commissioner Keehn: She stated if they could think of ways the Commission could support their programs such as developing policies and presenting it to the Board of Supervisors etc...

Barbara Johnson: Stated they don't lobby. Has seen over the 25 years she has been doing women's economic development she has seen a lot of programs developed at Federal, State and local level and it's great to see changes; however, there hasn't been a lot of creativity in what really works. For example SBA lending, the forms have changed but the underwriting criteria hasn't where you need to show history, assets, so forth. The women in these service-based businesses do not have this. Need innovation to open up thinking in use of budgets, policies and resources, to allow self-employment and non- traditional employment.

For example in 1988 the Mayor's office of Community Development had decided to take a bold step and use block grant money to support self-employment. They went ahead and did it and it has gone across the country. There is a very vibrant self-employment micro-enterprise support base here in the city and county because of that.

Commissioner Keehn: Questioned if there was an opportunity to further conversations with Aida Alvarez of the Small Business Administration about the suggestions and recommendations.

Barbara Johnson: Stated she had met with Ms. Alvarez on several occasions. Their main strategy is capital access. They have come some distance with the provision of technical assistance dollars. New money coming up on the Prime Act. Money going to support technical assistance to micro-enterprise programs that are serving at least 50% people in poverty.

Nothing is happening in State. Been pushing State to support matching money for Prime when Prime comes down.

- **Question of reauthorization of the CEDAW Ordinance**

Ann Lehman, Policy Analyst COSW, standing in for Commissioner Murase.

Supervisor Kaufman who would introduce the reauthorization of CEDAW felt that while there is still some need for technical improvement in the language the issue of reauthorizing (extending the Sunset date) and adding new members isn't needed at this point and Commissioner Murase agreed with this position. The CEDAW Task Force was set up to offer expertise in human rights and to assist with the work needed to begin the implementation process. If we think that we need the Task Force continued after the next two years, we can discuss extending it next year.

Eventually, we want to bring CEDAW under the Commission. Having the task force has been instrumental in setting up the guideline procedure, getting CEDAW implementation off the ground, and receiving community and other department input. When this is brought in house the community could continue in an advisory capacity.

- **San Francisco Unified School District (SFUSD) Sexual Harassment Prevention Program**

  At the request of President Miles, Ms. Lehman updated the Commissioners on the status of the Sexual Harassment Prevention Program in the SFUSD. The School District is committed to having a full time coordinator, but the position is not filled and Student Leaders Against Sexual Harassment (SLASH) is going out of existence. With the resources left, SLASH will be involved in the hiring process. The Commission's involvement has also been very helpful in promoting this project.

  Commissioner Keehn asked is there was any way for SLASH to get funding. Ms. Lehman said there were other resources they were researching. Commissioner Keehn asked what the timeline for the position was? Ms. Lehman said it was open. An in-house person (SFUSD) has the first opportunity to fill the position; however, SLASH members were hoping to find someone outside the system who has done a lot of work in this area.

PUBLIC COMMENT

There were no public comments.

ANNOUNCEMENTS BY COMMISSIONERS

- Commissioner Keehn stated she would give a full report on the Sexual Assault Task Force at the next meeting and asked to be put on the agenda. Last February they decided they needed a policy subcommittee. Eight months after that decision they finally had a meeting. The committee decided to focus on housing. The policy subcommittee's next meeting will be Friday, October 6, 2000 at 11 a.m.

- President Miles indicated that the Commission needed to be informed on the housing issues affecting women.

- Ms. Melara suggested that affordable housing could be a topic at the neighborhood meeting of the Commission.

- Commissioner Shorter thanked former Commission President Patti Chang for hosting the 25th Annual meeting in her home and thanked Ms. Melara for facilitating the meeting. She stated it was very inspiring.

  She also wanted to acknowledge the opening of the Women's Building. She urges everyone to see it.

- Commissioner Keehn stated that something else worth fighting for is the Violence Against Women's Act is about to go out on September 30, 2000, so any last calls.

- Ms. Melara stated that she had included in her report was a copy of the national poll that was released today 9/27/00 by the National Policy Institute, policy on alternatives. One of the best pieces of information on women's issues because for the first time it includes a wide sample of women of color around the country. She asked the Commissioners to read it and take it into consideration for the annual meeting.

ADJOURNMENT

President Miles called for the meeting to adjourn at 6:34 p.m.

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VALERIE TULIER
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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
ANNUAL PLANNING MEETING
Saturday, October 14, 2000 at 8:30 A.M.
The Golden Gate Club, Building 201
San Francisco, CA 94123

American Sign Language interpreters and a Sound Amplification System provided upon request with 48-hour advance notice to 415-252-2570. Limited accessible street parking available. Accessible MUNI Lines are the 15, 44, 23 and 24 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact Susan Murphy at 415-252-2570 (Voice) or 415-252-2550 (TDD).

AGENDA

Roster:

President Juanita Miles — *Commissioner Dorka Keehn*
Vice President Carolene Marks — *Commissioner Emily Murase*
Commissioner Valerie Tulier — *Commissioner Andrea Shorter*

** ***Public Comment will be heard during each agenda item.***

1. **CALL TO ORDER/ROLL CALL**

2. **ADOPTION OF AGENDA (Action item)**

3. **NEW BUSINESS**
   - Commission Annual Planning Retreat
   - Presentation of Proclamation to the Housing Authority, Domestic Violence Crisis Intervention Office (Discussion and possible action item.)

4. **ADJOURNMENT**

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
ANNUAL PLANNING MEETING
Saturday, October 14, 2000 at 8:30 A.M.
The Golden Gate Club, Building 201
San Francisco, CA 94123

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AGENDA
(Revised October 6, 2000)

Roster:

President Juanita Miles	*Commissioner Dorka Keehn*
Vice President Carolene Marks	*Commissioner Emily Murase*
Commissioner Valerie Tulier	*Commissioner Andrea Shorter*

** ***Public comment will be heard during each agenda item.***

1. **CALL TO ORDER/ROLL CALL**

2. **ADOPTION OF AGENDA (ACTION ITEM)**

3. **NEW BUSINESS**
   - Commission Annual Planning Retreat

   - **DISCUSSION AND POSSIBLE ACTION** on the Presentation of a Proclamation to the Housing Authority, Domestic Violence Crisis Intervention Office.

4. **ADJOURNMENT**

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COMMISSION ON THE STATUS OF WOMEN

October 14, 2000

There were no Minutes taken at this meeting.

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President

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Commissioner

EMILY MURASE
Commissioner

ANDREA SHORTER
Commissioner

VALERIE TULIER
Commissioner

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Community Meeting
Wednesday, October 25, 2000 at 5:30 P.M.
Mission Neighborhood Center, 362 Capp Street
San Francisco, CA 94102

American Sign Language interpreters and a Sound Amplification System provided upon request with 48-hour advance notice to 415-252-2570. Limited accessible street parking available. Accessible MUNI Lines are the 15, 44, 23 and 24 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact Susan Murphy at 415-252-2570 (Voice) or 415-252-2550 (TDD).

AGENDA

Roster:

President Juanita Miles — *Commissioner Dorka Keehn*
Vice President Carolene Marks — *Commissioner Emily Murase*
Commissioner Valerie Tulier — *Commissioner Andrea Shorter*

***** Public Comment will be heard during each agenda item.***

1. **CALL TO ORDER/ROLL CALL**
2. **ADOPTION OF AGENDA (Action item)**
3. **APPROVAL OF MINUTES (Action item)**
   - Meeting held Wednesday, September 27, 2000.
4. **PRESIDENT'S REPORT**
5. **EXECUTIVE DIRECTOR'S REPORT**
6. **NEW BUSINESS**
   - Presentation by Marcia Rosen, Director, Mayor's Office of Housing (Discussion Item)
   - Presentation by Osafran Okunday, Executive Director, San Francisco Housing Development Corporation (Discussion Item)

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7. **OLD BUSINESS**

8. **REPORTS**

- Commissioner Keehn will give a full report on the Sexual Assault Task Force.
- CEDAW – Discussion (Action item). Review of amendments to CEDAW Legislation.

9. **PUBLIC COMMENT**

10. **ANNOUNCEMENTS**

11. **ADJOURNMENT**

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NOTICE

QUORUM WAS NOT MET.

THERE WAS NO COMMISSION MEETING

ON

OCTOBER 25, 2000.

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Vice President

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Commissioner

ANDREA SHORTER
Commissioner

VALERIE TULIER
Commissioner

COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Wednesday, November 15, 2000 at 5:00 P.M.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 421
San Francisco, CA 94102

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AGENDA

See revised

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3. **APPROVAL OF MINUTES (Action item)**
   - Meeting held Wednesday, September 27, 2000.

4. **PRESIDENT'S REPORT**

5. **STAFF REPORT**

6. **OLD BUSINESS**
   - Presentation By:
     1) Kate Monico-Klein, Director of Womens Services, Department of Public Health (Discussion Item)
     2) Linda Mack Burch, Health Educator, Health Environmental Resource Center (HERC) (Discussion Item)
   - Follow up to Strategic Plan Recommendations (Action Item)

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7. **NEW BUSINESS**
   - Approval of amendments to CEDAW Ordinance (Action Item)
   - Domestic Violence Homicide Investigation (Discussion)

8. **PUBLIC COMMENT**

9. **ANNOUNCEMENTS**

10. **ADJOURNMENT**

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AGENDA
(Revised November 13, 2000)

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3. **APPROVAL OF MINUTES (Action item)**
- Meeting held Wednesday, September 27, 2000.

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6. **OLD BUSINESS**

   - Presentation By:
     1) Kate Monico-Klein, Director of Womens Services, Department of Public Health **(Discussion Item)**
     2) Linda Mack Burch, Health Educator, Health Environmental Resource Center (HERC) **(Discussion Item)**
   - Follow up to Strategic Plan Recommendations **(Action Item)**

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7. **NEW BUSINESS**

- Approval of amendments to CEDAW Ordinance **(Action Item)**

- Approval of re-appointments of the following community members to the CEDAW Task Force:

  Krishanti Dharmaraj, Executive Director of the Women's Institute for Leadership Development (WILD) for Human Rights, community member for international human rights;

  Cosette Thompson, Western Regional Director, Amnesty International USA, community member for international human rights;

  Patricia Chang, CEO of The Women's Foundation, community member for economic development and employment issues;

  Kenneth Theisen, Advocate, Bay Area Legal Aid, community member for violence against women issues.

  (Discussion/Action Item)

- Domestic Violence Homicide Investigation **(Discussion)**

- Approval of 2001 Meeting Calendar and consideration for locations of neighborhood meetings for March, June, September, and November. (Note: Last year, meetings were held in the Tenderloin, Richmond, Bayview and the Mission neighborhoods.) **(Discussion/Action Item)**

8. **PUBLIC COMMENT**

9. **ANNOUNCEMENTS**

10. **ADJOURNMENT**

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COMMISSION ON THE STATUS OF WOMEN

City and County of San Francisco

MINUTES

Regular Meeting

Wednesday, November 15, 2000 at 5:00 P.M.

City Hall, 1 Dr. Carlton B. Goodlett Place, Room 421

San Francisco, California 94102

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MEMBERS PRESENT STAFF PRESENT

President Juanita Miles Latika Malkani

Vice President Carolene Marks Susan Murphy

Commissioner Dorka Keehn Rosario Navarrette

Commissioner Emily Murase Carol Sacco

EXCUSED

Commissioner Andrea Shorter

1. CALL TO ORDER/ROLL CALL

President Miles called the meeting to order/roll call at 5:14 p.m.

2. ADOPTION OF AGENDA

m/s/c (Murase , Marks, Unanimous) **To adopt the agenda for Wednesday, November 15, 2000.**

3. APPROVAL OF MINUTES

m/s/c (Murase, Keehn, Unanimous) **To approve the minutes of the Regular Meeting held Wednesday, September 27, 2000.**

4. PRESIDENT'S REPORT

· Met with Supervisor Yaki regarding the recent domestic violence homicide of Claire Joyce Tempongko. An investigation will be conducted by the Department modeled after the 1991 Charan investigation. A review panel will be formed and Commissioner Keehn will chair.

5. STAFF REPORT

A full written report was included in the Commissioner's packet.

Ms. Navarrette spoke on the following:

· **California Endowment:** A grant was received in the amount of $145,475 for a 1 year plan process from the California Endowment to establish San Francisco's first centralized twenty-four hour multi-language domestic violence crisis line. Meetings will begin in December for community planning process.

· **Public Awareness Campaign:** Posters and billboards will appear in neighborhoods that previously were not targeted in the last campaign.

· **Environmental Health/Justice and Women:** COSW has already taken a position on one environmental issue through its endorsement of the Resolution on Dioxin.

6. OLD BUSINESS

· Presentation by Kate Monico Klein, Director of Women Services, Department of Public Health

Ms. Monico-Klein serves as the coordinator of Women's Health for the Department of Public Health. She thanked the Commission for inviting her to speak. Ms. Monico Klein distributed a hand out providing history and current efforts on women services by the Department. The office developed a breast cancer program that resulted in the creation of the Breast and Cervical Cancer Services program. The program is entering into a second phase of operation. There is a new method of identifying health issues, which is data-driven and community-focused. The data used will be computed from the sum of years-of-life-lost to premature death and years of life lived with a disability. This "metric", or DALY (Disability Adjusted Life Years) more closely approximates actual public health impacts upon the lives of women in San Francisco. The DALY report will show the burden of osteoarthritis, and alcohol issues among women, as well as heart disease and breast cancer. Ms. Monico Klein stated that in the breast cancer program the major concerns were housing, depression and poverty.

Ms. Monico Klein stated that the Women's Health Services Committee would return to present the first report to the Commission on the Status of Women sometime in September. She thanked the Commission.

A discussion ensued among Ms. Monico Klein, Commissioners, staff and public regarding what some of the main issues that needed to be focused on by COSW. Some issues that were discussed were violence against women, housing, healthcare, and respite care. Also brought up was the topic of environmental issues, especially in the Bayview Hunters Point community.

· **Presentation by Linda Mack-Burch, Health Educator, Health and Environmental Resource Center (HERC)**

Ms. Linda Mack-Burch is a Health Educator for the Bayview Hunters Point Health and Environmental Resource Center (HERC). The mission of HERC is to:

· Promote the health and wellness of the neighborhood residents;

· Influence policies governing environmental issues; and

· Inform community of health care issues and solutions required to improve the quality of life.

HERC pledges to keep the Bayview Hunters Point Community informed of environmental and health issues; encourage communication between the citizens and all stakeholders; emphasize friendly and courteous service to the public; and seek to improve the quality of life in Bayview Hunters Point.

The goals of HERC is to:

· Reduce the prevalence of asthma, breast, cervical, and prostate cancer in Bayview Hunters Point by providing education, information, referrals and training to the residents.

· To make available to interested parties, access to the Internet and literature through usage of the Resource Center.

Services they provide are an Asthma Program, Women's Health in the Point Project (WHIPP), host community meetings on health issues, tours (childcare centers and school age), internet access available and asthma and cancer workshops.

Ms. Mack-Burch spoke of the environmental racism that plagues Bayview. Underground hazardous sites are located throughout the Bayview community. She presented a map which showed the specific locations. She also stated that 80% of San Francisco's water and diesel refueling sites are located in Bayview. The community is distressed about the impact of the hazardous waste upon people's health. Also, due to the waste women are concerned about having babies. Many residents are experiencing asthma and asthma like symptoms. Women are concerned about having babies. A woman is having pre-

menopausal symptoms at age 32. There is a sense of powerlessness within the community. HERC believes that change comes about by raising awareness of the issues. Ms. Mack-Burch thanked the Commission.

A discussion ensued among Ms. Mack-Burch, Commissioners, staff and public regarding what the Commission could do to support HERC efforts and eradicate the hazardous contaminates that are still located at Bayview. Ms. Mack-Burch request that the Commission continue to advocate on behalf of all women.

Various suggestions inclueded Commissioner Murase's idea that the community put a list of priorities that they want addressed and the Commission put it into a resolution that would encourage the decision makers to take action. Commissioner Keehn suggested that it be a joint effort with the Department of the Environment and should be staff driven.

Follow up to Strategic Plan

Recommendations

· **Internal Issues:** Bring in a coach/facilitator to help problem-solve as well as help with team building. Have a staff only meeting, once the issues have been identified and recommendations are made, Commissioners will be informed.

· **CEDAW:** Complete gender analysis with four departments, monitor two departments, promoting citywide family friendly policies by identifying best practices and conducting a study of existing policies; citywide survey & recommendations (continues in YR1-YR3), public awareness campaign (continues in YR1-YR3), planning for symposium (YR1); and develop a transition plan for the CEDAW Task Force.

· **Violence Against Women (VAW):** The Department will continue to engage in a three (3) year funding cycle and incorporate the recommendations from the VAW Needs Assessment.

· **Employment and Economics:** Request the Controllers Office to provide the Commission with WBE status on a semi-annual basis as well as the Consent Degree for law enforcement on an annual basis. Plan process on the Individual Development Account (IDA) for the City.

· **Organizational Development:** A discussion was held regarding neighborhood Commission meetings, mailings to communities via e-mail updating mailing list and send notices to those interested, holding 3 annual public events (Take Your Daughters To Work, Women's History Month and Women Who Make A Difference to include VAW) and maintain full staffing as well as meeting all required City and County requirements to serve the public.

· **Leadership Development:** Conduct research and produce annual Gender Parity analysis/report on the appointments of women by elected officials.

· **Housing:** Request periodic presentations and reports from various City departments that work on housing issues.

· **Health:** Request presentations by the Department of Public Health and other community entities. Work jointly with the Department of Public Health to create **IDENTIFIED** health policies and insure their implementation.

7. NEW BUSINESS

APPROVAL OF AMENDMENTS TO CEDAW ORDINANCE

m/s/c (Murase, Marks, Majority) (See attached)

APPROVAL OF RE-APPOINTMENTS OF THE FOLLOWING COMMUNITY MEMBERS TO THE CEDAW TASK FORCE:

m/s/c (Murase, Marks, Majority)

· Krishanti Dharmaraj, Executive Director of the Women's Institute for Leadership Development (WILD) for Human Rights;

· Cosette Thompson, Western Regional Director, Amnesty International USA;

· Patricia Chang, CEO of The Women's foundation; and

· Kenneth Theisen, Advocate, Bay Area Legal Aid.

DOMESTIC VIOLENCE HOMICIDE INVESTIGATION

Commissioner Kheen stated that a meeting was held with Supervisor Yaki who asked what should be done regarding the Claire Joyce Tempogko homicide. All who were present felt an investigation should be opened like the Charan investigation. Supervisor Yaki passed a resolution requesting that all departments cooperate with the Department on this new investigation. Supervisor Yaki also agreed to get a budget to conduct the investigation. The group will meet to decide who will be on the review panel, the timeline and process.

8. PUBLIC COMMENT

Ms. Valerie Tulier stated an event would be held at the U.N. Plaza on Saturday, November 18, 2000.

9. ANNOUNCEMENTS BY COMMISSIONERS

Vice-President Marks stated that she was Forum Co-Chairperson for the Healing Choices, Bridging Communities 2000, which was being held Saturday, November 18, 2000, at University of California, San Francisco. She invited everyone to attend.

10. ADJOURNMENT

President Miles called for the meeting to adjourn at 7:04 p.m.

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COMMISSION ON THE STATUS OF WOMEN
City and County of San Francisco
Regular Meeting
Wednesday, December 13, 2000 at 5:00 P.M.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 400
San Francisco, CA 94102

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Commissioner Valerie Tulier — *Commissioner Andrea Shorter*

** *Public Comment will be heard during each agenda item.*

1. CALL TO ORDER/ROLL CALL

2. ADOPTION OF AGENDA (Action Item)

3. APPROVAL OF MINUTES (Action Item)
   - Meeting held Wednesday, November 15, 2000 (Regular Meeting)
   - Meeting held Saturday, October 14, 2000 (Annual Retreat)

4. PRESIDENT'S REPORT
   - No report

5. STAFF REPORT
   - Department of the Environment: Bayview Hunter's Point
   - The California Endowment status
   - San Francisco's Response to Domestic Violence Investigation
   - Funding Priorities Community Partnership meeting

6. NEW BUSINESS
   - Report on the status of the Friends of COSW (Discussion)

7. OLD BUSINESS
   - Adopt the Three Year Strategic Plan. (See attached) **(Action Item)**
   - Adopt the COSW Meeting Schedule **(Action Item)**

8. PUBLIC COMMENT

9. ANNOUNCEMENTS

10. ADJOURNMENT

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COMMISSION ON THE STATUS OF WOMEN

December 13, 2000

The Minutes of this meeting are missing.

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COMMISSION ON THE STATUS OF WOMEN

City and County of San Francisco

MINUTES

Regular Meeting

Wednesday, December 13, 2000 at 5:00 P.M.

City Hall, 1 Dr. Carlton B. Goodlett Place, Room 400

San Francisco, California 94102

American Sign Language interpreters and a Sound Amplification System provided upon request with 48-hour advance notice to 415-252-2570. Limited accessible street parking available. Accessible MUNI Lines are the 15, 44, 23 and 24 lines. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Meeting proceedings available in alternative formats. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. To make arrangements or for accessibility information, contact Susan Murphy at 415-252-2570 (Voice) or 415-252-2550 (TDD).

MEMBERS PRESENT STAFF PRESENT

President Juanita Miles Sonia Melara

Vice President Carolene Marks Latika Malkani

Commissioner Dorka Keehn Susan Murphy

Commissioner Emily Murase Rosario Navarrette

Commissioner Andrea Shorter Carol Sacco

1. CALL TO ORDER/ROLL CALL

President Miles called to order at 5:05 p.m.

(Commissioner Murase arrived at 5:12 p.m.)

2. ADOPTION OF AGENDA

m/s/c (Marks, Murase, Unanimous) **To adopt the agenda for Wednesday, December 13, 2000.**

3. APPROVAL OF MINUTES

m/s/c (Marks, Keehn, Unanimous) **To approve the minutes of the Regular Meeting held Wednesday, November 15, 2000.**

m/s/c (Marks, Keehn, Unanimous) **To approve the minutes of the Annual Retreat Meeting held Saturday, October 14, 2000 with the amendment to change Valarie Tulier's title from Commissioner to Ms.**

4. PRESIDENT'S REPORT

No report.

5. STAFF REPORT

Ms. Melara pointed out that a full written report was included in the Commissioner's packet written by Rosario Navarrette, Assistant Director.

Ms. Navarrette spoke briefly on the following:

· Initial research was done regarding what work the Department of the Environment and other community organizations were doing for the Bayview Hunter's Point community (Position papers and findings of research done on the hazardous waste are available for copying at the office). President Miles specifically requested that she receive a map of the hazardous waste sites located through out Bayview Hunters Point.

· New Staff Person (Introduction to the Commissioners)

Winnie Xie spoke to the Commissioners regarding her background. Ms. Melara commented the Ms. Xie's has strong contracts knowledge. The Commissioners welcomed her.

President Miles acknowledged Ms. Navarette for stepping in as Acting Executive Director during Ms. Sonia Melara's leave. President Miles stated that they appreciated and thanked Ms. Navarrette.

6. NEW BUSINESS

President Miles asked if any Commissioner wished to serve as liaison to the Friends of the Commission. Former Commissioner Tulier was the Commission's representative and at this point there is no representation. Commissioner Marks stated she was very interested; however, her time is limited and she would not be available till a later date. President Miles stated that she would be willing to meet with Commissioner Marks to bring her up to date and examine what the process steps would be.

Ms. Melara stated that a contributing factor in the Friends lack of activity is that there is no staff person. If one of the Commissioners were to provide the leadership in developing active membership for the board, the staff person could perform the necessary follow-up. The position is currently open for a part-timer. (e.g. student, retired person) This person would spend approximately 20 hours a week doing work related to the Friends such as

the newsletter. A $1,000 a month has been allocated for the position.

President Miles requested that the President of the Friends, MaryAnn O'Shea, be asked to attend the next Commission meeting so that the status of the Friends can be discussed.

7. OLD BUSINESS

a) ADOPTION OF THREE YEAR STRATEGIC PLAN (see attached)

m/s/c (Shorter, Keehn, Unanimous) To adopt the Three Year Strategic Plan with the following amendments:

· Page 3, paragraph 2, second sentence change **such as;** to **such as:**

· Page 3, paragraph 4, last sentence change **Commissioners roles, responsibilities** to **Commissioners and Department roles, responsibilities**

· Page 3, under Objectives, add the following language:

- Continue citywide work/life survey and implementation of resulting recommendations in FY 2001-2004.

- Continue Public Awareness Campaign, including media work and presentations, in FY 2001-2004.

- Develop a transition plan for the CEDAW Task Force in FY 2001-2002.

Page 4, 2nd bullet, change **June 30, 2002** to **December 31, 2002**

Page 5, 2nd Objective, 1st bullet - delete **Also, produce a yearly report.**

Page 5, 2nd Objective, 2nd bullet - change **Collect and analyze statistical information on discrimination complaint cases and produce a yearly report** to **Collect and analyze statistical information as provided by the Human Resources Department and report to the Commission.**

a) In the Three Year Strategic Plan under Violence Against Women a Needs Assessment was completed December 2000.

The consultants, Sandra Soo-Jin Lee, Ph.D. (Access Social Knowledge) and Seline Szkupinski Quiroga (Culture Cures Consulting) presented the final report of the Needs Assessment for Violence Against Women (VAW) services for the city of San Francisco for adoption into the final plan. Commissioners requested the Needs Assessment to determine the needs of past, present and future clients in VAW services and to identify gaps and barriers that exist. They accomplished that goal by gathering data both qualitative and quantitative from agencies and service providers, women who had experienced violence, community members and female

residents of S.F. using a variety of methods. They identified a number of priority populations (women/girls who were underserved or at increase risk of violence). The needs and barriers specific to each particular group is detailed in the full report as well as recommendations.

As a result of their research they have recommendations on two levels: 1) specific to priority populations and, 2) general recommendations. They are all discussed in the full report.

The Commissioners discussed the report and recommendations, asked questions of the consultants which they answered.

The VAW Needs Assessment was adopted as part of the Three Year Strategic Plan.

b) ADOPTION OF THE COSW MEETING SCHEDULE (see attached)

m/s/c (Murase/Keehn/Unanimous) To adopt the COSW Meeting Schedule with the following amendments:

Date Location Topic

January 24,2001 Room 408 (City Hall) Environmental Health

March 28 Neighborhood Meeting Environmental Health

Bayview

June 27 Neighborhood Meeting Language Issues

Chinatown

September 26 Neighborhood Meeting Homelessness

Tenderloin

November 28 Neighborhood Meeting Elderly

Japantown

Commissioner Marks had concerns regarding the lack of turn-out of community members at the neighborhood meetings and questioned what steps could be taken that would result in a bigger turn out. For the Bayview meeting President Miles suggested that this would be a good time for us to introduce the Commission/Department to the new Supervisor, Sophie Maxwell, since she is the Supervisor for that district. Commissioner Marks also suggested that we get a complete listing of organizations for all the other various neighborhoods where we will be expecting to meet.

Ms. Melara suggested that now since the Supervisors are representing districts that we invite them to attend when we have meetings in their particular district. She also indicated that the list we use to invite community organizations is the same data base used for the social services directory and requested Commissioners to review the directory and provide information on any missing organizations.

It was also suggested that we hold a function for the Supervisors who will be leaving office and welcome those newly elected.

c) Status of Domestic Violence Investigation

Commissioner Keehn had concerns regarding funding due to the fact that Supervisor Yaki was not re-elected into office and he was obtaining the funding for the investigation

Ms. Navarrette stated that she had sent a message to Supervisor Yaki's office informing him that he still has the option to be involved as an individual. We asked his assistant to inform us who they would be approaching to spear head the budgetary portion of the investigation. The Department will inform the Commissioners as soon as we know.

An initial meeting was held before Thanksgiving and disccused who might be on the review panel and our approach to the investigation. Ideas were discussed as to how to approach the various Departments to ensure full disclosure in order to identify and improve the City's response to domestic violence. One way is to have the City Attorney's Office Investigators do the investigation with the City Departments to allow us the level of confidentiality that may be needed to ensure full cooperation and drive the process. This would be through an inter-department work order. The City Attorney's Office Investigators would be working with the Department's staff.

To clarity, this is a City investigation. There are two levels of the investigation: 1) City Attorney's Office Investigator do the preliminary investigation with the City Departments; and 2) Public hearing providing community and individuals a forum for voicing their opinions and make recommendations.

We have been informed that some community organizations and the Tempongko family may be conducting their own independent investigation as well.

8. PUBLIC COMMENT

There were no public comments.

9. ANNOUNCEMENTS BY COMMISSIONERS

Commissioner Murase indicated that as requested before she would prefer the Commissioners not have a copy of anything in their meeting packet that was mailed to them previously (duplication).

She also requested that the Commissioners receive an updated staff/commissioner roster list.

10. ADJOURNMENT

President Miles called for the meeting to adjourn at 6:19 p.m.

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